

MINUTES
HEINTZMAN HOUSE MONTHLY DIRECTORS MEETING
31 March 2022

PRESENT (via Zoom):

Ken Steinberg (Chair), Caitlin Ammendolia, Gordon Cheung, Susan Corbeil, Bob Edmison, Julie Hamilton, Grace Leung, Dorenda McNeil, Troy Merrick, Chung Seto,
Regrets: Bob Edmison, Renata Richardson, Bob Willson.

CALL TO ORDER

- The meeting was called to order at 7:05 PM.

APPROVAL OF MINUTES

- The minutes of the Directors' meeting on February 24, 2022 were received without comment. Approval moved by Grace L., seconded by Dorenda M. AIF.

TREASURER'S REPORT

- coordinating the update of signatories on accounts continues to be a challenge; TD requested rescheduling meeting, again
- presently, there are three accounts which would involve eight signatures
- discussion that followed circled back to the question of consolidating Art Show, Craft Show and BOD account
- presently, the signatures for Craft Show account will be addressed with additional debate to follow regarding the pros and cons of consolidating accounts

MARKETING COMMITTEE

- Chung presented in Renata's absence.
- the committee has made submissions for upcoming advertisements
- email campaign for Art Show is under way with more than 2000 contacts on distribution list
- SM to begin first week of April
- the website has been updated; Julie noted that more specific event details would be helpful
- Ken asked the committee to put the Celebrate Markham grant proposal back on its radar (the board's application was rolled over from 2021-2022 to 2022-2023)

PROPERTY COMMITTEE

- Bob reporting by email:
- damage to the exterior of the HH (including photos) were reported to Martin
- Bob E. is working on doing a walk-through/walk-around inspection with Martin

ART SHOW COMMITTEE

- Bob W will be stepping down as long serving Chair and would like to facilitate transition for new Chair
- Susan C. nominated as 2023 Chair by Chung, seconded by Dorenda, AIF
- Presently, Markham is permitting 75% capacity; subject to change
- road signs installed at Varley Art Museum and TCC
- lawn signs available at Chung's house for pickup
- volunteer sign-up sheet for 'Greeters/Security' will be distributed by Hilary Merrick, shortly
- Permit applications have been submitted and committee is awaiting approval

CRAFT SHOW COMMITTEE

- first meeting was held in March and focused on the application process and timelines
- committee is investigating an online registration process and payment @ door

OLD BUSINESS

- none

NEW BUSINESS

- Dorenda proposed the formulation of a Sponsorship Committee which would address important matters including Board materials and contacts
 - a presentation may be included on the agenda of the April meeting
- Governance Committee: Ken is stepping down as committee chair
 - Gordon Cheung nominated as new chair by Ken, seconded by Julie, AIF
 - Gordon will formulate a plan for moving forward and will schedule the next meeting in 4-6 weeks
- Ken addressed some private concerns that had been raised regarding meeting days and accessibility.
 - First inquiry related to board members' flexibility and openness to considering shifting to another day of the week from Thursday. An 'straw vote' indicated that members wished to keep meetings on Thursdays.
 - Second, the suggestion was made that we continue monthly Directors meeting via Zoom with quarterly (full) BOD meetings to be held in-person at the House
Motion by: Chung seconded by: Julie AIF
- Chung suggested that the board do something to acknowledge the contributions of Bob Willson for his many years of service to the board and the Art Show.
 - there was consensus that something could/should be done
 - the idea of purchasing/creating a plaque with the names of board members was highly favoured
 - the City will need to be consulted once the board decides to move forward on this

ROUND TABLE

- No items

ADJOURNMENT

- motion: Chung, seconded by Susan. AIF.
- The meeting adjourned at 8:05 PM

NEXT MEETING

- A Directors' Meeting will be held on Thursday, April 28 at 7:00 p.m.