

MINUTES

HEINTZMAN HOUSE BOARD OF DIRECTORS MEETING March 30, 2017

Minutes of the meeting of the Board of Directors held on **March 30, 2017** at the **Heintzman House**.

PRESENT

Janice Carroll, Councillor Valerie Burke, Heather Durham, Keith Irish, Pam McLennan,
Lisa Naccarato, Craig Shields, Ken Steinberg, Bob Willson

REGRETS

Roger Jones, Chung Seto, Barb Somers

1. CALL TO ORDER

Bob Willson, Chair, called the meeting to order at 6:30 p.m.

2. ACCEPTANCE OF MINUTES

MOTION - to accept February 2017 Minutes.

Moved by Lisa Naccarato; Seconded by Heather Durham All In Favour

Motion Carried

3. TREASURER'S REPORT

3.1 Bob Willson reported in Chung Seto's absence that there has been little change in the Board bank account balance from February.

3.2 Janice Carroll reported that rental revenue for 2016 was in the neighbourhood of \$76,000, resulting in an operating deficit of slightly over \$1,000.

3.3 MOTION - to accept Treasurer's report.

Moved by Bob Willson; Seconded by Ken Steinberg; All In Favour

Motion Carried

4. COMMITTEE REPORTS

STANDING COMMITTEES

4.1 Marketing Committee: Presented by Lisa Naccarato

Lisa reported that the Committee has not yet met. She attended the Art Show committee meeting, where they brainstormed ways to tie into Canada's 150 birthday celebrations

4.2 Art Show Committee: Presented by Bob Willson

Bob reported that everything is ready to go for the upcoming Show, April 28-30.

4.3 Property Committee: *Presented by Heather Durham in Roger Jones' absence*

Heather reported that the Committee just met yesterday for the first time. Mario Puopolo from the City provided Committee members with an overview of the City's approach to sustaining and enhancing Heritage sites. The Committee reviewed and approved draft terms of reference for the Committee. It was agreed that they would be brought forward at the April meeting for approval by the Board.

OTHER COMMITTEE REPORTS

4.4 Auxiliary: *Presented by Heather Durham*

Heather reported that the Auxiliary is proceeding with the purchase of some small area rugs.

5. OLD BUSINESS

6. NEW BUSINESS

6.1 Motion: *Formation of a Special Committee to develop KPIs*

Moved by Keith Irish; Seconded by Lisa Nacaratto; All In Favour

Whereas key performance indicators can be used by the Board to focus its attention on those items important to the success and continued viability of the Heintzman House, it is hereby moved that a special committee composed of Committee chairs plus Janice Carroll, Community Recreation Manager, West as an advisory member at large develop a set of Heintzman House KPIs for recommendation to the Board at the May meeting.

7. ADJOURNMENT

MOTION - to adjourn.

Moved by Roger Jones Seconded by Pam McLennan , All In Favour

Motion Carried @ 8:00 p.m.

Next meeting scheduled for last Thursday in **April (April 27,) @ 6:30 p.m.** at **Heintzman House**

If unable to attend please contact Ken Steinberg (ksteinberg416@gmail.com; 416-587-5588)

Chair

Minutes recorded by Ken Steinberg