

Waterloo Regional Heritage Foundation

Board Minutes



April 25, 2023

5:30 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

Present: J. Glass, D. Emberly, P. Elsworthy, M. Lee, A. Dobkowski, J. Baker, P. Wolf, H. Peller-Oliver

Absent: N. Salonen, S. Burke

Others Present Karen Redman, Regional Chair of the Region of Waterloo

1. Call to Order

Chair Glass called the meeting to order at 5:33 p.m.

J. Baker joined the meeting at 5:52 pm.

2. Declarations of Conflict of Interest

None declared.

3. Finance Reports

3.1 Accounts and Grants Summary

Julie Hale, Legislative Services Specialist, provided a brief overview of the account and grant summary. She confirmed that the outstanding deduction listed as the Centre for Community Based Research includes HST. She further confirmed that the funds for the Kitchener Public Library's Oral History Digitization grant were disbursed on April 17, 2023.

Also, J. Hale noted that Staff will be presenting the Draft Audited Financial Statements at the regularly scheduled WRHF meeting on May 23, 2023.

4. Delegations

None.

5. Approval of Minutes - March 28, 2023

Moved by D. Emberly

Seconded by P. Elsworthy

That the minutes of Waterloo Regional Heritage Foundation from March 28, 2023 be approved.

Carried

6. 2022 Committees

The Foundation provided introductory remarks to welcome the new Director/Board Member, Heidi Peller-Oliver, to the Foundation.

6.1 Allocations and Finance

6.2 Heritage Advisory and Communications

6.2.1 Doors Open Waterloo Region 2023

The Foundation indicated that it would be advantageous to have a display booth at the Doors Open event to provide the public with information on the WRHF past community impacts and future initiatives. The Foundation directed Staff to contact the Doors Open representatives to determine if a representative could delegate at an upcoming WRHF meeting.

6.3 Strategic Planning

6.3.1 Verbal Update, M. Lee

M. Lee provided background on the Strategic Planning Review process since it began in February 2022. She highlighted that the agreement with the Centre for Community-Based Research has been signed and that the Strategic Planning Committee will be meeting with the consultant's representatives on April 27, 2023 to launch the project.

7. Information/Correspondence

None.

8. Other Business

8.1 2023 Annual General Meeting Update

J. Hale provided an update on the Annual General Meeting related to the catering food options and approximate cost. The Foundation expressed interest in the options and indicated that Staff could move forward with reserving the caterer for the AGM on June 7, 2023.

8.2 Grant Funding Allocation

H. Chimirri-Russell, Director of Cultural Services, expressed concern that there was some confusion related to the 2023 grant funding allocations. She clarified that the Foundation was not allocated any funding in the 2023 budget. However, she noted that Council will have the opportunity to reconsider grant funding for various organizations, including the Foundation, during the 2024 budget, with due consideration for the WRHF's Strategic Planning Review currently being underway.

9. Next Meeting - May 23, 2023

The next Waterloo Regional Heritage Foundation meeting will be held May 23, 2023.

10. Adjourn

Moved by M. Lee

Seconded by D. Emberly

That the meeting adjourn at 6:05 p.m.

Carried

Committee Clerk

Committee Chair