

Waterloo Regional Heritage Foundation

Board Minutes



June 25, 2024

5:30 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

Present: J. Glass, D. Emberly, P. Elsworthy, J. Baker, P. Wolf, N. Salonen,
S. Burke, H. Peller-Oliver, N. Baskanderi

Absent: A. Carswell, R. Shipley, T. Falconer

Others Present ex-officio Karen Redman

1. Call to Order

J. Hale, Foundation Secretary, called the meeting to order at x:xx p.m.

2. Land Acknowledgement

J. Hale provided a land acknowledgement.

3. Appointment Ratification and Introductions

The Foundation participated in introductions to welcome the new Directors to the Board.

N. Salonen joined the meeting at 5:38 pm.

4. Election of Chair and Vice Chair

J. Hale called for nominations for the position of Chair and Vice-Chair for a one-year term from June 2024 to June 2025. J. Glass was nominated for the position as Chair and accepted the nomination and no additional nominations were made. D. Emberly was nominated for the position of Vice-Chair and accepted the nomination and no additional nominations were made.

J. Glass assumed the Chair for the remainder of the meeting.

Moved by J. Baker
Seconded by N. Salonen

That nominations for the position of Chair be closed;
And that John Glass be accepted as Chair of the Waterloo Regional Heritage Foundation for the period from June 2024 to June 2025.

Carried

Moved by P. Elsworthy
Seconded by N. Salonen

That nominations for the position of Vice Chair be closed;
And that D. Emberly be accepted as Vice-Chair of the Waterloo Regional Heritage Foundation for the period from June 2024 to June 2025.

Carried

5. Declarations of Conflict of Interest

None declared.

6. Finance Reports

6.1 Accounts and Grants Summary

Paul Grivicic, Financial Analyst, provided a Staff update as Tijana Barisic, Financial Analyst, will now be providing financial support for the Foundation. He further provided a brief overview of the Accounts and Grants Summary and noted that the current account balance is \$111,619.69.

Received for information.

7. Delegations

None.

8. Approval of Minutes - May 28, 2024

Moved by D. Emberly
Seconded by J. Baker

That the minutes of Waterloo Regional Heritage Foundation from May 28, 2024 be approved.

9. Committees

9.1 Allocations and Finance

9.1.1 Committee Information Introductions - J. Glass

The Foundation requested that Board Members volunteer to participate and Chair this Committee. Committee responsibilities include evaluating grant applications.

9.2 Heritage Advisory and Communications

9.2.1 Committee Information Introductions - J. Glass

The Foundation requested that Board Members volunteer to participate and Chair this Committee. The Committee collaborates with Regional Staff to communicate with the community as well as holds the responsibility of determining annual award recipients.

N. Salonen left the meeting at 6:00 pm.

9.3 Strategic Planning

9.3.1 Committee Information Introductions - J. Baker

The Foundation discussed scheduling Committee meetings during the summer to establish a plan for next steps to resume funding and finalize the Strategic Planning process. The Foundation noted the importance of all the Committees working together as the Strategic Planning Review is approaching completion.

9.3.2 Verbal Update: Next Steps - J. Baker

J. Baker provided a brief overview of the Strategic Planning process following the Foundation's delegation to Regional Council at the Administration and Finance Committee on June 4, 2024. He highlighted that the Committee asked the Foundation to provide a formal funding request and how the Foundation plans to approach the new evaluation process.

10. Information/Correspondence

None.

11. Other Business

J. Glass provided a reminder to the Foundation about Doors Open on September 21, 2024 and welcomed Board Members to come and represent the Foundation at the event.

In response to the Foundation, K. Redman suggested that the Foundation provide a delegation to request funding during the 2025 budget process. The Strategic Planning and Budget Public Input meetings are to be held on November 6, 2024 and November 27, 2024.

12. Next Meeting - September 24, 2024

The next meeting of the Waterloo Regional Heritage Foundation is on September 24, 2024.

13. Adjourn

Moved by D. Emberly

Seconded by J. Baker

That the meeting adjourn at 6:17 p.m.

Carried

Committee Clerk

Committee Chair