

Waterloo Regional Heritage Foundation

Board Minutes



May 28, 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, A. Carswell

Absent: N. Salonen, S. Burke, H. Peller-Oliver, R. Shipley

1. Call to Order

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

2. Land Acknowledgement

J. Hale, Foundation Secretary, provided a land acknowledgement.

3. Declarations of Conflict of Interest

None declared.

4. Finance Reports

4.1 Accounts and Grants Summary

Paul Grivicic, Financial Analyst was available for questions regarding the Accounts and Grants Summary and noted a minor increase to the account from interest accrual.

Received for information.

4.2 Draft Audited Financial Statements

P. Grivicic provided a brief overview of the draft audited financial statements. He highlighted the various activities of the Foundation including the Kitchener Public Library Oral History Project grant funding.

Moved by D. Emberly

Seconded by J. Baker

That the Waterloo Regional Heritage Foundation approve the Auditor Draft Financial Statements as dated May 28, 2024.

Carried

5. Delegations

None.

6. Approval of Minutes - April 23, 2024

Moved by P. Wolf

Seconded by J. Baker

That the minutes of Waterloo Regional Heritage Foundation from April 23, 2024 be approved.

Carried

7. Committees

7.1 Allocations and Finance

J. Glass noted that the annual Committee summary prepared has been completed for the Annual General Meeting next week.

7.2 Heritage Advisory and Communications

J. Glass noted that the annual Committee summary has been completed for the Annual General Meeting. He further noted that the Foundation will have to determine the future of the recognition awards that were historically presented during the Annual General Meeting.

7.3 Strategic Planning

7.3.1 Strategic Planning Final Documents

J. Baker provided a summary of the provided documents that were previously approved by the Foundation which include the new definition of Heritage, the new Equity Funding Stream, and the new Mechanisms of Funding Windows and Allocations. He also provided a summation on the current status of the Strategic Planning process. A copy of the documents are attached to the agenda.

Received for information.

7.3.2 Proposed Delegation Presentation Review for Administration and Finance Committee on June 4, 2024

The Foundation discussed the proposed presentation and the approach that the presenters, J. Glass and J. Baker, will take on June 4, 2024 at the Administration and Finance Committee. J. Glass will provide background for the Committee and J. Baker will illustrate the impact of the Strategic Planning review and the next steps to be taken.

The Foundation expressed the importance of communicating to Council that the Foundation will incorporate feedback from the Community on an ongoing basis to ensure flexibility to achieve the goals of reconciliation, equity, diversity, and inclusion.

Janine Toms, Public Art & Culture Specialist, requested that the presentation clarify the timeline for the Foundation and that the presentation be clear that it is for information and that a request for funding would be provided in Fall 2025.

P. Grivicic requested that the Foundation provide a specific amount to Staff in anticipation of the budgetary process. The Foundation requested that Staff include a request for \$100,000.

J. Toms agreed with the approach that the June 4, 2024 presentation at the Administration and Finance is focused on providing information to Council.

The Foundation is hopeful that the new process will attract more applications than ever before with its equitable approach.

Received for information.

8. Information/Correspondence

8.1 Waterloo Historical Society May/June Newsletter

Received for information.

9. Other Business

None.

10. Next Meeting - AGM June 5, 2024

The Annual General Meeting will be held on June 5, 2024. The next regular Board meeting of the Waterloo Regional Heritage Foundation is on June 25, 2024.

11. Adjourn

Moved by J. Baker

Seconded by P. Elsworthy

That the meeting adjourn at 6:18 p.m.

Carried

Committee Clerk

Committee Chair