

Waterloo Regional Heritage Foundation

Board Minutes



October 22, 2024

5:30 p.m.

Meeting to be held electronically

150 Frederick Street, Kitchener, Ontario

Present: N. Baskanderi, J. Glass, P. Elsworthy, P. Wolf, H. Peller-Oliver,
A. Carswell, R. Shipley

Absent: D. Emberly, J. Baker, N. Salonen, S. Burke, T. Falconer

1. Call to Order

Chair J. Glass called the meeting to order at 5:31 p.m.

2. Land Acknowledgement

J. Hale, Board 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, reintroduced Tijana Barisic, Financial Analyst, as she will be providing the Staff support for financial related items.

He provided a brief overview of the accounts summary and noted that there will be updates to the format of the summary to include a reconciliation for any accrued interest and there will be aligned monthly statements.

5. Delegations

None.

6. Approval of Minutes - September 24, 2024

Moved by P. Wolf

Seconded by R. Shipley

That the minutes of Waterloo Regional Heritage Foundation from September 24, 2024 be approved.

Carried

7. Committees

7.1 Allocations and Finance

J. Hale noted that the members that volunteered for the Allocations and Finance Committee are J. Baker, A. Carswell, P. Elsworthy, D. Emberly, T. Falconer, J. Glass, and R. Shipley. Chair J. Glass emphasized the importance of volunteering for the Committees and that members will need to volunteer to Chair the Committee meetings as well.

The Board directed Staff to schedule another meeting for next week to discuss the application review criteria.

7.2 Heritage Advisory and Communications

The Heritage Advisory and Communications committee is comprised of N. Baskanderi, S. Burke, D. Emberly, and J. Glass. The Committee will be focused on opportunities to promote the new grant funding program and resuming the selection of annual award winners.

7.3 Strategic Planning

J. Hale provided a brief overview of recent Committee activities including the preparation of the grant application announcement and creation of the new application form. The announcement will be published on the Regional website, Regional social medias, WRHF website, and the Upstreamer Newsletter facilitated by the Reconciliation, Equity, Diversity, and Inclusion Team. The contact information for the organizations that participated in the consultant roundtable were provided to J. Glass and J. Baker. Staff are seeking input from the Board and the Committee in order to finalize all necessary information including the criteria document for evaluating grant applications. J. Hale confirmed that the MFIPPA declaration has been included on the application information sheet.

The Board expressed support for continuing the plan to resume grant applications on November 1, 2024 and can refine the criteria and evaluation weighing without delaying that deadline.

8. Information/Correspondence

8.1 2025 WRHF Schedule of Meetings

Received for information.

9. Other Business

Regional Chair K. Redman expressed support for the Foundation's efforts in conducting the Strategic Plan review.

10. Next Meeting - November 26, 2024

The next meeting of the Waterloo Regional Heritage Foundation is on November 26, 2024.

11. Adjourn

Moved by P. Elsworthy

Seconded by P. Wolf

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

Carried

Committee Clerk

Committee Chair