Minutes: Meeting, Thursday, January 22, 2026 – 5:30 p.m.
Hybrid – Zoom & 7 Street Office

In attendance: Jon Oxley (President), Lisa Doolittle (Vice-president), David Barrus (Secretary), Penny Warris (Treasurer), Andrea Sandul, Megan Jones, Sierra McTavish, Steven Foord (Executive Director), Danielle Gibson (Recording Secretary)

Regrets: Kerry Gellrich, Sandra Lamouche, Jillian Bracken (City Liaison)

1. Land Acknowledgement

2. Call to Order: at 5:31 p.m.

A) Approval of the Agenda, confirmation of a quorum

Motion 01-01: To approve the agenda of January 22, 2026, Board meeting.
By: David Barrus Seconded: Penny Warris CARRIED

B) Approval of Minutes

i) Monthly Board Meeting of November 27, 2025

Motion 01-02: To approve the minutes of November 27, 2025, Board meeting.
By: Lisa Doolittle Seconded: David Barrus CARRIED

3. Business Arising

A) LSIDA Legacy Fund

Met with Claire and Suzanne Lint to discuss ideas for the LSIDA Legacy Fund. The aim is to acknowledge the donation and discuss dance advocacy actions at AGM.

B) 7th Street Studio Updates (see attachments in Board Package)

i) 7th Street Studio Floor Plan
ii) 7th Street Studio Lease Agreement
iii) 7th Street Studio Artist Lease Agreement - Draft

4. Action Items:

A) Ratification of Board Email Motions (December 2025)

i) Year-End Staff Bonus
ii) Executive Director Salary Adjustment

Motion 01-03: That the Board ratify the email resolutions approved in December 2025, including: the issuance of a 1% year-end bonus to all salaried employees; and a $3,000 per annum salary increase for the Executive Director, effective the current pay period, in accordance with the Employment Agreement.
By: Penny Warris Seconded: Lisa Doolittle CARRIED

B) Financial

i) 2026 Special Funding Requests

Motion 01-04: That the Board request clarification from the Executive Director regarding the process used to prepare the “special funding request” included in the Board package, including:

1) who prepared the request
2) whether staff were involved
3) how the request aligns with existing funding policies

4) why it was categorized as a special funding request

And that the item be deferred until this clarification is provided in writing.

Rationale: For the Board to fulfill its fiduciary duty, materials must accurately reflect staff processes and policy alignment.

By: Megan Jones

Motion 01-05: To approve the 2026 special funding requests as presented in the action item backgrounder with the exception of the PACAG Advocacy request.
By: David Doolittle Seconded: Lisa Doolittle CARRIED

C) AGM

i) Date and Location

Motion 01-06: To set the AGM for Thursday, March 26, 2026, at 7:00 pm at Casa
By: Penny Warris Seconded: Andrea Sandul CARRIED

ii) Honorary Members

Motion 01-07: To approve the candidates for honorary life membership as presented.
By: Lisa Doolittle Seconded: David Barrus CARRIED

Abstained: Sierra

D) New Allied Member

i) Lethbridge Society of Glass Artisans

Motion 01-08: To approve Lethbridge Society of Glass Artisans as Allied Members of the Allied Arts Council of Lethbridge.
By: Andrea Sandul Seconded: Penny Warris CARRIED

5. Reports:

A) Committee

i) PACAG (Steven Foord)

B) Administrative Reports (November & December, 2025 Included)

Shared Services

a) Executive Director
b) Finance / HR
c) Communications
d) Engagement

Leadership

a) Projects
b) Public Art
c) AAC Works
d) Volunteer Coordination
e) The Gallery at Casa

Casa

a) Education
b) Clay Services
c) Facility

C) Board Directors' (verbal)

6. Other Business

7. Correspondence
   A) Bridge Builder Award

8. Adjournment: at 6:45 p.m.
   By: Penny Warris