## Minutes: Meeting, June 15, 2023 – 5:00 p.m. Hybrid – Zoom & 7 Street Office

In attendance: Ian Zadeiks (President), Jon Oxley (Vice President), Janene Moch (Treasurer), Sierra McTavish, Lisa Doolittle, Sharon Stevenson-Ferrari, David Gabert, Jana MacKenzie (Executive Director), Danielle Gibson (Recording Secretary)

Regrets: Jeremy Duchan (Secretary), Kerry Gellrich, Jillian Bracken (City Liaison)

1. Call to Order: 5:01 pm

A) Approval of the Agenda, confirmation of a quorum

Motion 06-01: To approve the agenda of the June 15, 2023, Board meeting with the addition of an in-camera session

in other business.

By: David Gabert Seconded: Sharon Stevenson-Ferrari CARRIED

B) Approval of Minutes

i) Monthly Board Meeting of May 18, 2023

Motion 06-02: To approve the minutes of the May 18, 2023, Board meeting with the addition of the motions to move the meeting out of camera and adjourn the meeting.

By: Jon Oxley Seconded: Sharon Stevenson-Ferrari CARRIED

2. Business Arising:

3. Action Items:

A) Finance

i) May Actual to Budget Report

Motion 06-03: To approve the May budget report as presented.

By: Janene Moch Seconded: Jon Oxley CARRIED

ii) Additional costs to integrate the new CRM software (Advance Marketing invoice)

Motion 06-04: To approve the additional quoted cost to integrate the new CRM software to the Casa website with funds from the Casa reserve.

By: Jon Oxley Seconded: Janene Moch CARRIED

iii) Credit Card Policy - first reading

Motion 06-05: To approve the credit card policy with the amendment as discussed.

By: Janene Moch Seconded: Jon Oxley CARRIED

B) Summer Meetings

Motion 06-06: To suspend the July and August regular Board meetings and further that the Board Executive be appointed to carry on the business of the AAC on behalf of the Board if required.

By: Jon Oxley Seconded: Sharon Stevenson-Ferrari CARRIED

- 4. Reports:
  - A) Committee
  - B) Administrative (Executive Director)
    - i) HR
    - ii) Projects
    - iii) AAC Works
    - iv) Gallery
    - v) Public Art
    - vi) Facility
    - vii) Education
    - viii) Clay Services

D) Board Director's (verbal)			
5. Other Business Motion 06-07: To move the meeting By: Jon Oxley	to in-camera at 5:53 pm Seconded: Sharon Steven	son Ferrari	CARRIED
Motion 06-08: To move the meeting By: Lisa Doolittle	out of camera at 6:05 pm Seconded: Jon Oxley		CARRIED
6. Correspondence			
7. Adjournment at 6:05 pm By: Sharon Stevenson-Ferrari			
Ian Zadeiks, AAC President		Danielle Gibson, Recording S	Secretary

C) President's