Board Minutes: Meeting, November 28, 2024 – 5:30 p.m.
Hybrid – Zoom & 7 Street Office

In attendance: Jon Oxley (President), Janene Moch (Treasurer), Lisa Doolittle (Vice-President), Jeremy Duchan (Secretary), Kerry Gellrich, Megan Jones, David Gabert, David Barrus, Jillian Bracken (City Liaison), Jana MacKenzie (Executive Director), Danielle Gibson (Recording Secretary), Steven Foord (Manager of Engagement)

1. Call to Order: 5:01 pm
   A) Approval of the Agenda, confirmation of a quorum

Motion 09-01: To approve the agenda of the November 28, 2024, board meeting with the addition of the authorization of Interim Financial Officers to Action Items.
By: Kerry Gellrich Seconded: Lisa Doolittle CARRIED

B) Approval of Minutes
i) Monthly Board Meeting of October 17, 2024

Motion 09-02: To approve the minutes of the October 17, 2024, board meeting.
By: Janene Moch Seconded: Jeremy Duchan CARRIED

2. Business Arising:

3. Action Items:
   A) AAC Membership – Steven Foord to present.

Motion 09-03: To set Allied and Associate memberships at $100 commencing 2025, with artist and friend membership fees continuing to be no charge.
By: Lisa Doolittle Seconded: Kerry Gellrich CARRIED

B) Finance
i) Year End Projection

Motion 09-04: To accept the year-end projection as presented
By: Janene Moch Seconded: Jeremy Duchan CARRIED

ii) 2025 Budget

This item will be carried forward to the December meeting.

C) Authorization of Interim Financial Officers

Motion 09-05: To authorize the Board President and Treasurer to jointly make day-to-day financial decisions, in lieu of the Executive Director, for a period of time covering November 28, 2024, to March 31, 2025, or until such time as a new Executive Director is appointed.
By: Kerry Gellrich Seconded: Lisa Dolittle CARRIED

4. Reports:
   A) Committee

   B) Executive Director
      - Team Lethbridge (report included in board package)

   C) President's
      i) Move to approve the Executive Director Recruitment Process of November 2024.
         - November 7, Moved by: Jeremy Duchan, Seconded by: David Barrus, CARRIED
         - Jon to provide a copy of that process, with a few edits

      ii) Move to approve the Executive Director posting of November 2024
         - November 7, Moved by Jeremy Duchan, Seconded by Lisa Doolittle, CARRIED
         - Jon to provide a copy of that posting with amendments.

   D) Board Director's (Verbal)

5. Other Business

A) HR Recommendations from the outgoing Executive Director

Motion 09-06: To move the meeting in-camera at 6:36 pm
By: Janene Moch Seconded: Jeremy Duchan CARRIED

Motion 09-07: To move the meeting out of camera at 7:27 pm
By: Janene Moch Seconded: Jeremy Duchan CARRIED

6. Adjournment: 7:27 pm
   By: David Barrus

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Jon Oxley, AAC President Danielle Gibson, Recording Secretary