

**Minutes: Meeting, September 26, 2024 – 5:00 p.m.**  
**Hybrid – Zoom & 7 Street Board Room**

In attendance: Jon Oxley (President), Lisa Doolittle (Vice-President), Janene Moch (Treasurer), Jeremy Duchan (Secretary), Kerry Gellrich, David Barrus, Megan Jones, Sierra McTavish, Jana Mackenzie (Executive Director), Danielle Gibson (Recording Secretary)

Regrets: David Gabert

1. Call to Order: 6:00 pm

A) Approval of the Agenda, confirmation of a quorum

Motion 09-01: To approve the agenda of the September 26, 2024, Board meeting with the addition to Action Items of the ratification of the June 12, 2024, electronic motion for the strategic plan.

By: Janene Moch                      Seconded: Lisa Doolittle                      CARRIED

### B) Approval of Minutes

i) Monthly Board Meeting of June 27, 2024

Motion 09-02: To approve the minutes of the June 27, 2024, Board meeting.

By: Kerry Gellrich                      Seconded: Jeremy Duchan                      CARRIED

Abstained: Lisa Doolittle and Janene Moch were absent from the June 27, 2024, Board Meeting.

## 2. Business Arising:

### 3. Action Items:

A) Finance

i) Actual to Budget Report – August 2024

Motion 09-03: To approve the August budget report as presented.

By: Janene Moch                      Seconded: David Barrus                      CARRIED

## ii) Locker quotes

Motion 09-04: To approve the funding request to build additional locker units at Casa per the Millwork Innovations quote with funds from the Casa reserve.

By: Kerry Gellrich                      Seconded: Janene Moch                      CARRIED

### iii) Strategic planning quote

Motion 09-05: To ratify the June 12, 2024, electronic motion for the strategic plan as presented.

By: Lisa Doolittle                      Seconded: Janene Moch                      CARRIED

Motion: To hire Hatlie Group to undertake our 2025-2028 strategic plan, and the \$15,000 fee plus GST and travel costs be allocated to the Advocacy & Community Engagement reserve fund.

#### 4. Reports:

### A) Committee

B) Administrative (Executive Director)

i) HR

## ii) Projects

## iii) Engagement

## iv) AAC Works

v) Volunteer Coordination

- v) Gallery

## vi) Public Art

## vii) Facility

## viii) Education

## ix) Clay Services

x) Communications

C) President's

D) Board Director's (verbal)

5. Correspondence

6. Other Business:

7. Adjournment at 7:23 pm

By: Lisa Doolittle

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Jon Oxley, AAC President

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Danielle Gibson, Recording Secretary