

**ARCHITECTURAL CONSERVANCY ONTARIO
PORT HOPE BRANCH
MINUTES OF MEETING**

Place: Caretaker's Cottage
Time: Thursday, January 3, 2019 at 7:00 p.m.
Present: Julie Mavis, Hugh Parker, Ted Holmes, Bruce Bowden, Anna Gray, Joanne Marrison, Ian Mackay, Moya McPhail, Phil Goldsmith, Ed Pamenter, Susan Carmichael

Regrets: Terry Hill, Matt Desbarbieux

Guests: None

CALL TO ORDER: 7:00 p.m.

DECLARATION OF CONFLICT OF INTEREST: None

AGENDA:

MOTION: to Approve Agenda
(Bruce/Ted) **CARRIED**

MINUTES:

MOTION: to Approve Minutes of December 6, 2018
(Joanne/Anna) **CARRIED**

BUSINESS ARISING FROM THE MINUTES: None

CORRESPONDENCE: Letter from Chair to Antiques & Artifacts Committee Members

CHAIR'S REPORT: Julie Mavis

- It is suggested that the January meeting be moved to 3rd week in January and eliminate the February meeting. Will review closer to end of year.
- Lawyer retained for the acquisition of the Opera House.
- In preparation for the Annual General meeting each committee to prepare a summary of the year's activities for posting on the website before the end of January.

TREASURER'S REPORT: Hugh Parker

- No financials
- ACO Matters ad rates reviewed and increased to \$150.00 per year for a business card ad and \$175.00 for a larger ad. Invoices have been sent to current advertisers.

COMMITTEE REPORTS

- **ANTIQUES & ARTIFACTS: Joan Tooke via Ed Pamenter**
 - Sharon Hancock and Peter Duck have offered to co-chair
 - Meeting of the committee next week and will come back with a recommendation.
- **ADVOCACY: Bruce Bowden**
 - 65 Ward St. - Preparing for the Conservation Review Board (CRB) scheduled for Feb 11, 2019
- **COMMUNICATIONS:**
 - No report

- **EVENTS: Joanne Marrison**
 - AGM – Feb 21, 2019 – suggest bring own equipment for presentation
 - Scott Weir – ERA Architects will be the speaker

- **FUND RAISING: Anna Gray/Moya McPhail**
 - The itinerary and application for the First Architectural Tour -Southern France was sent to the membership January 2, 2019. Tour is limited to 30 people. It was suggested a presentation on the trip details be given sometime in January.

- **GOVERNANCE: Ian MacKay**
 - No Report

- **INVESTMENT – Hugh Parker**
 - Review Terms of Reference and Statement of Investment Policies and Procedures deferred to next meeting.

- **MEMBERSHIP: Anna Gray**
 - Renewal form has been modified.

- **NEWSLETTER/BUS TOUR/EVENINGS: Patsy Beeson**
 - No Report

- **NEXT GEN: Derek Hurlburt**
 - No Report

- **OPERA HOUSE PROJECT – Phil Goldsmith/Dennis Hogarth**
 - Awaiting response from RBC
 - There has been an expression of interest in 1st floor rental.

- **PHHF – Charles Wickett**
 - No Report

- **PROJECTS: Phil Carter**
 - No Report

- **PROPERTY: Ed Pamentor**
 - No Report

- **SCHOLARSHIPS: Matt Desbarbieux**
 - No Report

- **OTHER BUSINESS**
 - Nominations – Bruce Bowden
 - The following directors have completed their term or resigned: Jo Anne Mulvaney, Joanne Marrison and Terry Hill
 - Hugh Parker has completed a 2 year term and will stand for re-election
 - Communications/social media expertise is required on the board- a request will be put forward at the AGM

MOTION: To nominate Marielle Lambert as a Director and Events Chair, Susan Layard as Director and Co-Chair of Advocacy and Hugh Parker as Treasurer for a 2 year term.
(Bruce/Joanne) **CARRIED**

MOTION: To nominate David Weir for the Marion Garland Award for his ongoing contribution to the cultural heritage in Port Hope
(Bruce/Moya) **CARRIED**

MEETING CONCLUDED: 8:05 pm

NEXT MEETING: Thursday February 7, 2019 at 7:00pm

Minutes recorded by Susan Carmichael