

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

Place: Zoom

Time: Thursday, June 4, 2020 at 7:00 p.m.

Present: Bruce Bowden, Anna Gray, Hugh Parker, Julie Mavis, Ian MacKay, Moya McPhail, Susan Layard, Bill Bickle, Marielle Lambert, Phil Carter and Susan Carmichael

Regrets: None

Guests: Patsy Beeson

CALL TO ORDER: 7:00 p.m.

DECLARATION OF CONFLICT OF INTEREST: None

AGENDA:

MOTION: to Approve Agenda
(Moya/Anna)

CARRIED

MINUTES:

MOTION: to Approve Minutes of March 5, 2020
(Marielle/Susan L.)

CARRIED

CORRESPONDENCE: None

CHAIR'S REPORT: Bruce Bowden

- Nominations for ACO Ontario Awards due June 30, 2020.
- Most of the work this past month has been dealing with the CRA issues and the Opera House.
- Board Meeting with ACO Central scheduled for Saturday June 6, 2020 – materials received indicated
 - St. Thomas branch will be closed
 - Restoration of the church at Moosonee will be completed in conjunction with the Province.
- Kae Elgie's presentation to the Province on Heritage Tourism was distributed to all Board members.

TREASURER'S REPORT: Hugh Parker

- PayPal account not resolved.
- Insurance – Branch insurance was moved to the Heritage Foundation. ACO Central will need a rider on their insurance for Tenant's Liability (Cottage, chapel and contents)

MOTION: Port Hope Branch to cover the additional costs for the rider (Tenant's Liability for Cottage, Chapel and Contents) on the ACO Central's Insurance. (Hugh/Marielle)

CARRIED

CRA REPORT – Bruce Bowden

- No draft response was included in the materials received from ACO Central for discussion at Board meeting on June 6, 2020
- Kae Elgie's report indicated ACO Central had agreed that Port Hope branch was authorized to engage a Tax Specialist lawyer to review Heritage Grants. In a meeting with Port Hope Executive they were looking at how they can proceed with Heritage Grants that meet the needs of the charitable body, branches and CRA.
- Ian commented, our response to ACO Central would include procedures and criteria for Grants that Port Hope formalized in 2018 could be adopted by other branches. Going forward ACO Central would need final approval on all Grants.

COMMITTEE REPORTS

- **ANTIQUES & ARTIFACTS: Peter Duck/Sharon Hancock via Bruce Bowden**

- Notice provided to individuals who have donated items re: postponement of auctions and tax receipting
- No dates have been established for future auctions
- Possibly an online auction later this month

- **ADVOCACY: Susan Layard/Bruce Bowden**

Susan

- Advocacy continues for the Penryn Estate, second letter sent to Town.
- Writing a non-political article on Penryn to keep it in the forefront.
- Daily updating of the Heritage Register
- HPH will resume their monthly meetings via Zoom.

- **COMMUNICATIONS/MARKETING: Marielle Lambert/Bill Bickle**

Bill

- Marketing Strategy committee has been formed and held its first brainstorming session this week.

- **EVENTS: Marielle Lambert**

MOTION: To cancel the BBQ in August due to Covid-19. (Hugh/Moya) **CARRIED**

- **FUND RAISING: Anna Gray/Moya McPhail**

Anna

- Opera House Events have been cancelled but have received \$8165.00 in donations. Many who donated were not members. Will update membership in newsletter.

- **GOVERNANCE: Ian MacKay**

- No Report

- **MEMBERSHIP: Anna Gray**

- We are currently losing members.
- Continue to have issues with ACO Central on renewal process and other matters.

- **NEWSLETTER/BUS TOUR/DISCOVERY: Patsy Beeson**

- Newsletter – deadline now – hoping to have newsletter out for mid June
- Bus Tour – postponed for 1 year
- Discovery Series – cancelled

- **NEXT GEN: Derek Hurlburt**

- No report

- **NOMINATIONS - Awards: Bruce Bowden**

- Due June 30, 2020
- Suggested to put forward Patsy Beeson – Newsletter, Jim Sculthorpe for heritage restoration work on several properties, and Stephen Henderson for saving Rose's Cottage.

- **NOMINATIONS – Directors: Ian MacKay**

- No Report

- **OPERA HOUSE PROJECT –Julie Mavis**

- Committee has signed NDA with a Group who made a presentation on May 8th. They are very committed to the restoration, designation of the building.

- A small working committee has ben formed to work with this Group.

Bruce: Several members have expressed concern over the appearance of the building and lack of maintenance. Committee to review what is required to improve the appearance of the building and provide the board with a quote at the next meeting.

- **PROJECTS: Phil Carter**

- No Report

- **PROPERTY: Derek Hurlburt**

- No Report

- **OTHER BUSINESS:**

- None

MEETING CONCLUDED: 8:30 pm

NEXT MEETING: Thursday July 2, 2020 at 1:00 pm via Zoom

Minutes recorded by Susan Carmichael