

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

Place: ZOOM
Time: Thursday, January 6, 2022 7p.m.
Present: Bruce Bowden, Anna Gray, Ian MacKay, Hugh Parker, Katherine McHarg, Brenda Willows, Bill Bickle, Susan Layard, Laura Antonik, Lydia Svenningson, Phil Carter and Susan Carmichael

Regrets: None

Guests: Phil Goldsmith

CALL TO ORDER: 7:00 p.m.

LAND ACKNOWLEDGEMENT

DECLARATION OF CONFLICT OF INTEREST: None

AGENDA:

MOTION: to Approve Agenda
(Anna/Susan L.) **CARRIED**

MINUTES:

MOTION: to Approve Minutes of December 2, 2021
(Brenda/Bill) **CARRIED**

CORRESPONDENCE: None

CHAIR'S REPORT: Bruce Bowden

- per Chair's Report distributed by email prior to meeting
 - Highlights – we now have an Instagram account,
 - Southbridge requesting bylaw changes for additional floors,
 - update on Placemat sales over Christmas, suggestion to develop signature items to be co-marketed with Port Hope retailers,
 - attended Critical Mass Installation in December
 - money has transferred from TD to the new BMO account, Auction account has yet to be transferred

ACTING TREASURER'S REPORT: Brenda Willows

- etransfer account has been set-up and tested – etransfer@acoporthope.ca
- Hugh: processed a \$4600. HST rebate

COMMITTEE REPORTS:

- **Advocacy – Bruce Bowden**
 - A proposed Letter to the membership was distributed via email for discussion re: 65 Ward St and Southbridge –it was agreed letter should request members to write council and should include a link so this can be easily accomplished
- **COMMUNICATIONS/MARKETING: Bill Bickle**
 - Report distributed via email
 - Highlights - determination of roles and responsibilities of each member of the committee,

- Susan Dewhurst has joined the committee,
- Marketing calendar has been developed for all activities,
- New website development in progress,
- Partnering strategy in development,
- Social media – Facebook posts and new Instagram account,
- Eblasts- strategy in development

- **Governance – Ina MacKay**
 - Annual Meeting – Feb 24, 2022 and likely on ZOOM -Looking for a speaker
 - Suggested topic – Cultural Landscapes, perhaps someone from the Waterfront committee. Also, an inspirational speaker to be lined up for the summer when we might do it in person
 - It was agreed ZOOM invite to all members without registration

- **HPH – Marie Jones via email**
 - Council has approved a Heritage Planner

- **Nominations- Directors – Ian MacKay**
 - The nominations committee identified 4 potential candidates for new executive members of the Board,

MOTION: The nominations committee proposes Janet Eby and James Grainger as nominees for at the Annual Meeting for the Board and Brenda Willows as Treasurer.

(Ian/Susan)

CARRIED

- **OTHER BUSINESS** - None

MEETING CONCLUDED: 8:05 pm

NEXT MEETING: Thursday February 3, 2022

Minutes recorded by Susan Carmichael