



SOUTH ESSEX ARTS ASSOCIATION | MEETING MINUTES

Thursday, December 15, 2022, 6:00pm

Present: M. Thibodeau, M. Mastronardi, J. Bateman, T. Wilkinson, K. Albuquerque, A. Niven, J. Nicholson, C. Riley (Director)

Regrets: A. Sinasac

1. The Chair, M. Thibodeau, called the meeting to order at 6:36 p.m.
2. Approval of Agenda: Moved: M. Mastronardi, Seconded: J. Bateman, to approve the meeting agenda. CARRIED
3. Disclosure of Pecuniary Interest: None declared.
4. Approval of the Minutes: Moved: T. Wilkinson, Seconded: A. Niven to accept the minutes of the November 17, 2022 meeting. CARRIED

5. Reports of Administration

a. Director

RBC has declined both a credit card and a debit card for LAC. The only way is to have a GIC with an amount which corresponds to the credit limit. LAC does not have any free funds to set up such a GIC. The RBC banking fees are significantly higher than what was predicted. They are reaching almost \$200 per month. This is an on-going issue. The RBC representative does not fully understand the operations of a non-profit organization.

The theft of the tenant's property has been resolved with the items recovered. A ring alarm has been installed which chimes when someone comes in. Panic buttons have also been installed and a notification is emailed to the Director. Flood sensors are installed and Security One is working on installed hard-wired ones.

The Director has reviewed the memberships and has collapsed into four categories. Four others were more like sponsorships.

Youth under 12 years: Free

Youth over 12, Adults and Creators: \$35

Family/Group: \$60

Leamington Arts Pass: \$125

Grants

TRF Grant: \$90,000 has been received with \$10,000 still outstanding. The quotes for the patio railings are over budget. A second TRF is being submitted and staff wages will be included.

Resilient Communities: \$200,000 is being submitted to cover the effects of COVID on LAC's activities.

Website: The Website has been overhauled. The Director conducted an overview of the changes with a tour of the site. Online registrations and ticketing have been implemented.

External Signage: The electrical inspection has now been approved, Conduit is being aligned and the base leveled out. The sign was sent back to be checked and will be returned in a few weeks.

Streetscape: The Municipality has authorized the use of the laneway between Cured Brewery and LAC to be a loading zone and parking spot.

b. Visitor Services and Program Coordinator:

Visitor statistics are going up, but they are not yet a pre-COVID levels. The Fall Courses are almost wrapped up. Paint night will take place December 16.

c. Visitor Services and Gallery Attendant:

Twelve of the burned out lights in the elevator have been replaced. The rest of the sockets are not operational. There are lighting deficiencies in the Education Room.

6. Report of Finances:

K. Albuquerque reviewed the November balance sheet. There is a deficit, in part due to outstanding cheques to Marketplace vendors. Memberships paid in November and December 2022 will be applied to 2023 memberships.

The comparison report for the past three years showed positive net income in 2020 and 2021 which reflects the amounts for the COVID wage subsidy.

C. Riley provided an overview of the savings account and GICs.

Moved: K. Albuquerque, Seconded: M. Mastronardi to approve the Finances Report. CARRIED

7. Report of Council Representation

T. Wilkinson reported on the meeting with the Mayor, the CAO and the Director of Finance which was held at LAC. T. Wilkinson felt that it went well. The continued demand for LAC programs and exhibits was presented. An overview of what the LAC operations would look like with the current \$60,000 grant. The possibility of the Municipality taking over the costs of utilities was discussed. Maintenance issues were also brought forward. Council will be meeting in the new year to establish a new Strategic Direction, so this information will help in the discussion of the funding of LAC as well as the possibility of creating a Culture Department.

8. Community Partner Updates

a. Bank Theatre

The Bank Theatre and LAC will be meeting to talk about cooperative opportunities in the new year.

b. Leamington BIA

In the proposed 2023 budget, the funding for the Mill Street Market has increased to cover four markets. The BIA is also looking at activating some of the parkettes, perhaps in conjunction with groups like the library.

9. Other Matters for Consideration

a. Bank Theatre VIP Lounge Artwork Display

The Bank Theatre inquired about the possibility of having art from LAC or local artists hang in its VIP lounge. The Board had a discussion about insurance and how the art would be chosen, whether it would be a call out to artists or some of the collection. The issue was deferred to the next meeting.

b. Youth Membership:

Moved: K. Albuquerque, Seconded: M. Mastronardi that the Youth Membership age be changed to under 12 for free membership and admission and youth over 12 be included in the adult/creator level.
CARRIED

c. Christmas Bonuses:

The Board approved Christmas bonuses for the Director - \$1000 and the Visitor Services and Program Coordinator - \$300.

10. Comments, Announcements and Other Business

a. Reminder: Strategic Planning Draft Review Meeting on Monday December 19, 6:30pm.

11. Adjournment:

Moved: M. Mastronardi for adjournment at 8:35 p.m.