



Architectural Conservancy Ontario
Minutes – Executive Committee Meeting
Wednesday, June 7, 2023 @ 5:30 pm
By teleconference

**ARCHITECTURAL
 CONSERVANCY
 ONTARIO**

Present: Diane Chin (Chair), Kae Elgie (Past Chair), Eben Rawluk (Treasurer), Doug Evans (Member-at-Large), Bill Greaves (Member-at-Large), Jean Haalboom (Member-at-Large), Marlee Robinson (Member-at-Large), Alex Sostar (NextGen)

Staff Present: Will Coukell (COO) and Tai So (Membership Coordinator)

0. Greetings, Introduction

- Diane Chin (Chair) called the meeting to order at 5:30 pm and reviewed guidelines that will improve human interactions which are important to a well working organisation
- Land acknowledgement
- No conflicts of interest

1. Approval of Agenda

Moved by Bill Greaves, **seconded** by Kae Elgie **that** the agenda be approved as amended. **Carried.**

- NextGen (moved from Consent Agenda) and HR were added to Committee Reports

2. Adoption of Executive Committee Meeting March 8, 2023, Minutes

Moved by Bill Greaves, **seconded** by Marlee Robinson **that** the Adoption of the March 8, 2023 Executive Committee Meeting Minutes be approved. **Carried.**

Moved by Kae Elgie, **seconded** by Doug Evans **that** moving forward there will be only one set of minutes. **Carried.**

3. Business Arising from Minutes

- Kae mentioned that the ONCA review was not completed by her. Will agreed to do this and report back to the Governance Committee.

4. Chair's Report – Diane Chin

- Chair said that meeting reminders will be sent out earlier in the hope that reports are submitted in a timelier manner and said that committee liaison's should communicate with the COO regarding agenda items
- Kae Elgie asked about the Strategic Plan, the Chair responded that there has been 2 meetings and they are in the process of organizing a survey to poll all the members

5. CoO's Report – Will Coukell

- COO said that the tentative (and last possible) date of the AGM is June 24, 2023

6. Committee Reports – reports in Executive Meeting DropBox

6.1 Ontario Place ad hoc

6.2 Social Media ad hoc

Moved by Bill Greaves, **seconded** by Alex Sostar **that** the draft Social Media Policy will be presented to the Board Meeting on July 22, 2023. **Carried.**

- Should read: provincial office staff by using info@acontario.ca

6.3 Policy ad hoc

- Kae Elgie explained that the policies will be presented in one publication and it will be reviewed every 3 years

6.4 Governance and Nominating

6.5 Government and Community

6.6 Policy

- Marlee Robinson reminded Doug Evans' that the Policy Committee is to streamline the slide deck, he will comply and bring it to the next meeting

6.7 Finance

Motions for today's meeting: *Whereas*, the Guelph branch has a continuous history of non-compliance with the ACO's Finance Policy and mistreatment of ACO staff members; and

Whereas, the Finance and Audit Committee on May 17, 2023 recommended that the Board close the Guelph branch for the above reasons;

Be it resolved, that the ACO Executive Committee recommend that the Board of ACO close the Guelph branch effective as of its next meeting.

Moved by Eben Rawluk and **seconded by** Bill Greaves. **Not Carried.**

- Eben Rawluk will rephrase the motion and bring it to the September 2023 Executive Meeting for approval

6.8 Acorn

Given that unforeseen production problems have proved very difficult /impossible to resolve, and given that the issue is four weeks overdue,

and that a crucial promotion opportunity, namely distribution at the Ontario Heritage Conference, will be missed,

Executive Committee moves that work on the Spring issue of Acorn be stopped immediately,

and that the Board Chair work with ACO Staff to notify ACO members of this unfortunate circumstance

Moved by Kae Elgie and **seconded by** Bill Greaves. Carried.

6.9 HR

6.10 NextGen

- Alex Sostar said she will reach out to past NextGen Chair Jocelyn Kent for fundraising ideas

7. Other Business - none

8. Meeting Evaluation

- Kae Elgie said it was a hard meeting, the Chair added that it was productive

11. In Camera Session – none requested

12. Adjournment

- **Meeting adjourned, moved** by Diane Chin at 7:31 pm

ACTIONS

- Change in the Social Media Policy: provincial office staff by using info@ontario.ca
- Marlee Robinson reminded Doug Evan's that the Policy Committee is to streamline the slide deck, he will comply and bring it to the next meeting
- Alex Sostar said she will reach out to past NextGen Chair Jocelyn Kent for fundraising ideas

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