

REPORT NO. 98 of the
**SOCIAL DEVELOPMENT,
HEALTH & CULTURE STANDING COMMITTEE**
of its meeting held July 11, 2012

Present: Councillor Ed Sleiman, Vice Chair
Councillor Percy Hatfield
Councillor Hilary Payne

Regrets: Councillor Ron Jones
Councillor Alan Halberstadt


That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Payne, seconded by Councillor Hatfield,
THAT the minutes of the Board of Directors, Willistead Manor Inc.
meeting held May 10, 2012 **BE RECEIVED** for information.
Carried.

Clerk's Note: The minutes of the Board of Directors, Willistead Manor Inc. meeting held May 10, 2012 are attached as background information.



VICE CHAIRPERSON



DEPUTY CITY CLERK

NOTIFICATION:		
Name	Address	Email
Willistead Manor Inc., Board of Directors		

AC
May 10, 2012

A meeting of the **Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:30 o'clock p.m. at Willistead Manor, there being present the following members:

S. Marshall, Chairperson
Councillor A. Halberstadt
D. Sanborn
C. Gaudette
L. Brown
M. J. Dettinger
J. Evans
R. Gauthier
D. Langstone
E. Craig

Regrets from Board Members:

W. McCall
B. Clinansmith
R. Easterbrook

Also in attendance are the following resource personnel:

A. Ciacelli, Council Assistant & Executive Secretary to the Board of Directors,
Willistead Manor Inc.
S. Bisson, Acting Manager of New Business Development

Regrets from Administration:

J. Mancina, Deputy Treasurer—Financial Accounting
P. Labute, Acting Manager of Leisure Outreach
J. Miceli, Executive Director Parks & Facilities

1. CALL TO ORDER

* The Chairperson calls the meeting to order at 4:38 o'clock p.m. and the Board considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADOPTION OF THE MINUTES

Moved by L. Brown, seconded by R. Easterbrook,
That the minutes of the Board of Directors, Willistead Manor Inc. meeting held
April 12, 2012 **BE ADOPTED** as presented.

Carried.

3. CHAIRPERSON'S REPORT

The Chairperson provides the following update:

- The annual Walkerville BIA event will take place on September 15, 2012 including a car show and several activities in the Walkerville area.
- A formal request was received from another prominent fundraising organization in the City to change the date of this year's Car Show; as a result the "What Drives You" Car Show Committee has agreed to change the date for this year's event to the weekend of September 15, 2012.
- The Car Show Committee continues to meet and plan for the upcoming event which will take place on September 15, 2012.
- The "Kick off Committee" has been meeting regularly. Plans for the Open House, which will take place on May 24, 2012, are proceeding on schedule. The brochure is being prepared and will hopefully be ready for the Walkerville Reunion which will be held the weekend of May 18, 2012.
- Two new members are required to fill vacancies for the Board of Directors. A request will be made by the Chairperson to an interested member, providing him with information about the Board and the requirements. A formal request is made for a member of the Board to join the Executive Committee.

Moved by L. Brown, seconded by R. Gauthier,
That C. Gaudette **BE APPOINTED** Secretary of the Board of Directors of
Willistead Manor Inc. for the term ending August 17, 2012

Carried

Moved by D. Langstone, seconded by D. Sanborn,
That date for the 2012 Car Show date **BE CHANGED** to September 16, 2012 and
that this change **BE CONDITIONAL** upon the approval of the "What Drives you Committee".

Carried

Moved by J. Evans, seconded by D. Sanborn,

That following discussion by the Chair with Art in the Park executives, the Willistead Manor Board of Directors, in an effort to promote Art in the Park, and acknowledge the continued support of the Manor Club members, **AUTHORIZES** one (1) complimentary admission pass for each Manor Club Member for Art in the Park **BE INCLUDED** in an upcoming fundraising mailing, and further, that the Willistead Manor Board of Directors **REIMBURSE** all entry fee costs to the Rotary Club of Windsor (1918) as they are used at the admission point during Art in the Park weekend which will take place on June 2nd, and 3rd, 2012.

Carried.

4. BUSINESS ARISING FROM THE MINUTES

Councillor Halberstadt indicates the Walkerville Reunion is taking place soon; hopefully the brochures for the Open House will be ready so that they can be distributed to attendees of the event. S. Bisson, Acting Manager of New Business Development, will check on availability for tours for the weekend of May 18, 2012 should the need arise.

5. REPORTS

5.1 Management

S. Bisson, Acting Manager of New Business Development, provides a brief update as follows:

- Information about the Manor was forwarded to the Doors Open event which will take place on September 30, 2012.
- Work on the grounds, and the Paul Martin Gardens is set to begin.

5.2 Treasurer

None.

6. COMMITTEES

6.1 Fundraising

E. Craig indicates the invitations to the Open House have been delivered. RSVP's will be collected by 311, and the committee is hopeful that there will be a good response. A suggested list of refreshments and set up for the event is outlined, including where the drawings of the Manor and other artwork will be positioned. A preliminary schedule of the Open House event was also discussed.

Moved by E. Craig, seconded by L. Brown,

That an amount at an upset limit of \$3000.00 **BE FUNDED** from the Willistead Manor Inc. Operating Account for expenses related to the Open House event which will take place on Thursday May 24, 2012.

Carried.

6.2 Community Relations and Promotions

None.

6.3 Acquisitions

R. Gauthier indicates the decorative items in the second floor washroom of the Manor should be completed soon.

6.4 Friends of Willistead

None.

6.5 Car Show

None.

6.6 Education

M. J. Dettinger indicates she has been busy with tours and suggests that the brochures will come in handy to distribute during tours. Some interest has been made in purchasing Willistead Manor DVD's when the office is closed; S. Bisson will look into it.

6.7 Historical

None.

6.8 Manor Club

None.

7. NEW BUSINESS

Should anyone have any suggestions on potential new members, please let S. Marshall know their contact information.

8. **DATE OF NEXT MEETING**

The next regular meeting of the Board of Directors, Willistead Manor Inc., will be held Thursday June 14, 2012.

9. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 5:41 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY

