

REPORT NO. 304 of the
**SOCIAL DEVELOPMENT,
HEALTH & CULTURE STANDING COMMITTEE**
of its meeting held June 3, 2015

Present:

Councillor Ed Sleiman, Chair
Councillor Paul Borrelli
Councillor Rino Bortolin
Councillor John Elliott
Councillor Jo-Anne Gignac

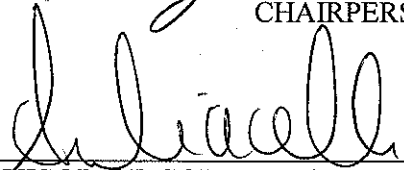
That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Gignac, seconded by Councillor Bortolin,
THAT the minutes of the Executive Committee and Board of Directors, Willistead Manor Inc. meetings held April 9, 2015 **BE RECEIVED** for information.
Carried.

Clerk's Note: The minutes of the Executive Committee and Board of Directors, Willistead Manor Inc. meetings held April 9, 2015 are attached as background information.

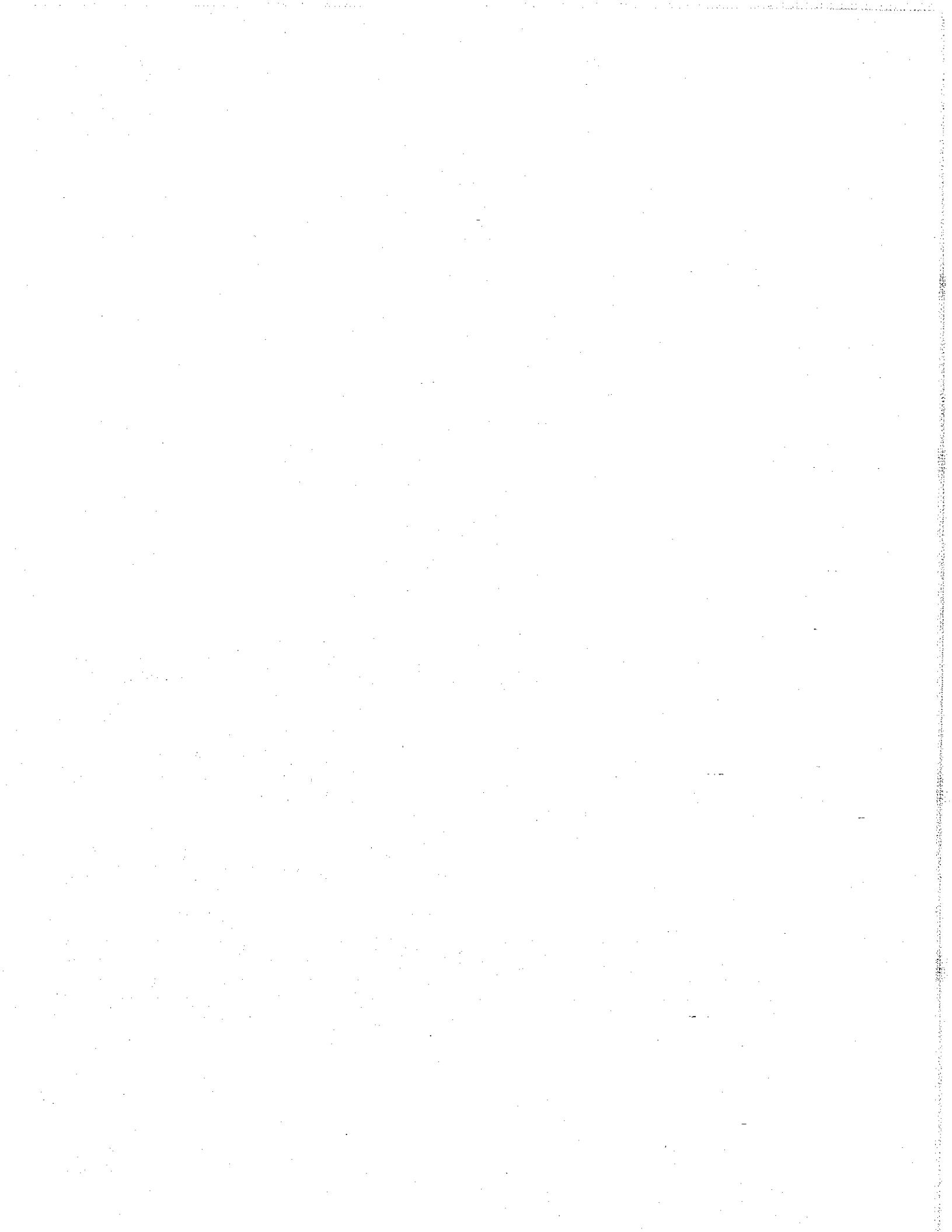


CHAIRPERSON



SUPERVISOR OF COUNCIL SERVICES

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX



RB/
April 9, 2015

A meeting of the **Executive Committee Board of Directors, Willistead Manor Inc.** is held this day commencing at 4:00 o'clock p.m. at Willistead Manor, 1899 Niagara Street, there being present the following members:

D. Sanborn
C. Gaudette
R. Gauthier

Regrets:

S. Marshall, Chairperson
J. Evans

Also in attendance are the following Resource Personnel:

J. Mancina, Deputy Treasurer – Financial Accounting
C. Masterson, Manager of Cultural Affairs
R. Barlozzari, Council Assistant & Executive Secretary to the Board of Directors,
Willistead Manor Inc.

1. **CALL TO ORDER**

* The Chairperson calls the meeting to order at 4:04 o'clock p.m. and the Executive Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. **ADOPTION OF THE MINUTES**

Moved by C. Gaudette, seconded by R. Gauthier,
That the minutes of the Executive Committee Board of Directors
Willistead Manor Inc. meeting held November 13, 2014 **BE ADOPTED** as presented.

Carried.

3. **BUSINESS ARISING FROM THE MINUTES**

None.

4. **REPORTS**

4.1 **Chairperson**

There is no report at this time.

4.2 **Administration**

C. Masterson, Manager of Cultural Affairs advises that the renovations to the second storey men's bathroom have been completed.

4.3 **Treasurer**

J. Mancina, Deputy Treasurer – Financial Accounting will provide an overview of the 2014 Financial Reports and Statements contained in the Annual Report at the regular meeting.

5. **NEW BUSINESS**

R. Gauthier and C. Masteron inform the Executive Committee that a local Questors Group chapter has contacted each of them recently to invest in a project at the Manor in the amount of \$500.00. The Acquisitions Committee suggests a potential project could include professionally framing of a Currier & Ives Print donated by the Walker Family.

6. **DATE OF NEXT MEETING**

The next meeting of the Executive Committee Board of Directors, Willistead Manor Inc. will be held on Thursday, May 14, 2015 at 4:00 o'clock p.m.

7. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 4:33 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY

RB/
April 9, 2015

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, 1899 Niagara Street, there being present the following members:

D. Sanborn, Vice Chair
Councillor C. Holt
C. Gaudette
R. Gauthier
M. J. Dettinger
R. Easterbrook
J. Evans
D. Sanborn
D. Langstone
A. Abu-Zhara
J.D. Willms
B. Smith
K. Renaud

Regrets:

S. Marshall, Chairperson
J. Evans
E. Craig

Special guests in attendance:

L. Brown

Also in attendance are the following resource personnel:

J. Mancina, Deputy Treasurer—Financial Accounting
C. Masterson, Manager of Cultural Affairs
R. Barlozzari, Council Assistant & Executive Secretary to the Board of Directors, Willistead Manor Inc.

Regrets from Administration:

P. Roberts, Executive Director, Parks
T. Graziano, Senior Manager of Facilities

1. CALL TO ORDER

* The Vice-Chairperson calls the meeting to order at 4:37 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 R. Easterbrook, seconded by C. Gaudette,
That the minutes of the Board of Directors, Willistead Manor Inc. meeting held March 12, 2015 **BE ADOPTED** as presented.

Carried.

3. CHAIRPERSON'S REPORT

No report at this time.

4. BUSINESS ARISING FROM THE MINUTES

None.

5. REPORTS

5.1 Management

C. Masterson, Manager of Cultural Affairs provides a verbal update regarding upcoming events scheduled at the Manor during the summer months and proceeds to advise that the men's' bathroom renovation has been successfully completed.

5.2 Treasurer

J. Mancina, Deputy Treasurer—Financial Accounting, provides an overview of the Annual Report Financial Documents.

Moved by R. Easterbrook, seconded by M.J. Dettinger,
That the Annual Report and Financial Statements on the affairs and operations of Willistead Manor Inc. for the year 2014 enclosed herewith **BE ACCEPTED** as presented.

Carried.

Moved by R. Easterbrook, seconded by C. Gaudette,
That upon acceptance of the 2014 Annual Report by City Council, copies
BE FORWARDED to the list of appropriate parties as per past practice.

Carried.

Moved by D. Langstone, seconded by R. Easterbrook,
That in accordance with Sections 6 (c) of *the City of Windsor Act, 1981*,
an amount of \$ 5,121.76 **BE PAID OVER** to the City of Windsor Willistead Capital
Restoration Reserve Fund.

Carried.

6. COMMITTEES

6.1 Fundraising

No update at this time.

6.2 Community Relations and Promotions

No update at this time.

6.3 Acquisitions

R. Gauthier informs the Board of Directors that the second storey men's bathroom renovation has been completed. The mirrors currently located in the North Gallery will be moved and installed in the updated bathroom as new mirrors for the North Gallery have been acquired.

6.4 Friends of Willistead

K. Renaud distributes a list of updates as developed by the Friends of Willistead, attached hereto as "Appendix A." Highlights in her report include:

- R. Easterbrook has provided the Friends of Willistead with several Walkerville Walking Tour booklets which the Friends are selling for \$2.00 per copy. Several copies have already sold. Proceeds will go towards the Restoration Fund.
- The Friends are contemplating offering Walkerville Walking Tours this summer.
- The Easter Eggstravaganza held April 4, 2015 was very successful with 52 children and their families attending the event. The event turned a profit of \$337.70.
- A trip to the University of Michigan, Bentley Historical Library, Ann Arbor, MI on July 18, 2015 in conjunction with the Art Gallery of Windsor has been confirmed.

6.5 Classic Car Show

No update at this time.

6.6 Education

M.J. Dettinger informs the Board that the Manor has recently been visited by Grade 10 Students from St. Anne High School. A group of International Students from the Academie Ste. Cecile also attended the Manor in early April.

M.J. Dettinger advises that the Windsor Symphony Orchestra will be performing a concert called "Christmas in Italy" in the Manor's North Gallery on Friday, December 11, 2015.

6.7 Historical

R. Easterbrook offers the following updates:

- Display Cases for the Coach House;
- The Architectural Conservatory of Ontario (ACO) has approximately 200 photographs/prints that they are looking to sell. These photographs have no significance to Willistead Manor or Walkerville, but showcase architectural history of this region. This may be something the Friends of Willistead would be interested in selling during Art in the Park to help raise funds. The ACO may request revenue sharing if the photos are mounted;
- The Planning Department at the City of Windsor may be revamping the Walkerville Walking Tour brochures to update the listing of Heritage Properties in the area;
- Donated pictures from the Walker Family Collection will be enlarged and displayed during Art in the Park.

7. NEW BUSINESS

R. Gauthier, M.J. Dettinger and C. Masterson indicate that they have been contacted by a local Questors Group chapter interested in funding a project at the Manor in the amount of \$500.00. A general discussion is held on how to utilize the funding effectively. A final decision will be made at a forthcoming meeting.

8. DATE OF NEXT MEETING

The next regular meeting of the Board of Directors, Willistead Manor Inc., will be held Thursday, May 14, 2015 at 4:30 o'clock p.m.

9. ADJOURNMENT

There being no further business, the meeting is adjourned at 5:40 o'clock p.m.

CHAIRPERSON

EXECUTIVE SECRETARY

