

# AGENDA

## HERITAGE TORONTO Board Meeting

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Date of meeting: December 7, 2016  
Start Time: 6:00 p.m.  
Location: St. Lawrence Hall, 157 King St. E., 3<sup>rd</sup> floor  
Enquiry: Karen Czaniecki, Heritage Toronto Administrator  
416 338-1338 [kczanie@toronto.ca](mailto:kczanie@toronto.ca)

**Closed meeting requirements: If the Heritage Toronto Board wants to meet in closed session (privately), a member of the Board must make a motion to do so and give the reason why the Board has to meet privately. (City of Toronto Act, 2006)**  
**To receive copies of reports or to speak to the Board on an agenda item, please contact Karen Czaniecki at 416 338-1338 prior to the meeting.**

Declarations of Conflict of Interest  
Confirmation of Minutes – September 14, 2016

### CHAIR'S REPORT

- 1 1.1 Chair's remarks
  - INFORMATION: Ryerson CBI report: A New Life for Old City Hall

### COMMITTEE AND STAFF REPORTS

- 2 **Executive Committee – Kate Marshall**
  - 2.1 Heritage Toronto Board Appointments 2017
  - 2.2 ACTION: Establishment of Heritage Toronto Volunteer Recognition Award
  - 2.3 ACTION: Approval of Heritage Toronto Volunteer Recognition Award recipient for 2016
  - 2.4 INFORMATION: Executive Committee meeting notes, October 11, 2016
3. **Interim Executive Director – Kaitlin Wainwright**
  - 3.1 ACTION: Approval of Heritage Toronto Board Meeting Dates for 2017
  - 3.2 INFORMATION: Report on Activities
- 4 **Audit and Finance Committee – John Belyea**
  - 4.1 ACTION: Approval of Heritage Toronto 2017 Budget
  - 4.2 INFORMATION: Heritage Toronto Financial Statements to October 31, 2016
  - 4.3 INFORMATION: Minutes from Finance Committee meeting, September 7, 2016
5. **Fund Development Committee – Tyler Greenleaf**
  - 5.1 INFORMATION: 2017 Fundraising Strategy
  - 5.2 INFORMATION: Minutes for Fund Development Committee meeting, November 16, 2016
6. **Marketing/Communications Committee (MarComm) – Kadi Kaljuste**
  - 6.1 PRESENTATION: Year-end Operational Plan evaluation
  - 6.2 INFORMATION: Membership Program: Marketing Plan
  - 6.3 INFORMATION: Minutes for MarComm Committee meetings, September 29 & Nov. 16, 2016
7. **Programming Committee – Andrew Himel**
  - 7.1 INFORMATION: Awards Program Assessment
  - 7.2 INFORMATION: Tours Program Assessment
  - 7.3 INFORMATION: 2017 Tours Program Plan
  - 7.4 INFORMATION: Minutes of the Programming Committee, August 10, 2016
8. **Historical Plaques Program Committee – Ross Fair**
  - 8.1 ACTION: Report on Selection of Five Commemorative Plaque Projects
  - 8.2 ACTION: Historical Plaques Program Review
  - 8.3 INFORMATION: Historical Plaque Program Committee minutes, November 23, 2016
  - 8.4 INFORMATION: Plaque Unveiling update

- 9. Conservation & Education – Donald Loucks**
  - 9.1 INFORMATION: Update on Heritage Primer

**OTHER BUSINESS**  
**Adjournment**

**NEXT BOARD MEETING – Wed. February 22, 2017**