

Date of meeting: Tuesday, December 12, 2023

Time: 6:00 -7:30 p.m.

Location: St. Lawrence Hall (157 King St E, 3rd floor, Toronto)

RSVP/Enquiry: Heather Kingdon, heather.kingdon@toronto.ca

If you have questions or concerns regarding any of the material attached, please contact the chair, appropriate Board Committee head, or lead staff member.

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 Heather Kingdon prior to the meeting.

A. OPENING REMARKS, AGENDA, AND MINUTES

1. Acknowledgment of Traditional Territory
2. Welcome and Remarks from the Chair and Executive Director
3. **MOTION:** Approval of Agenda for December 12, 2023 Board Meeting of Heritage Toronto.
4. Declarations of Confidentiality and Conflict of Interest
5. **MOTION:** Adoption of Minutes of Previous Board Meeting Held on September 27, 2023.

B. CONSENT AGENDA

1. **EXECUTIVE / FINANCE AND AUDIT COMMITTEE**
 - 1.1 Meeting Minutes of December 6, 2023
2. **PROGRAMMING COMMITTEE**
 - 2.1 Meeting Minutes of November 29, 2023
 - 2.2 Tours Program Update
 - 2.3 Plaques Program Update
 - 2.4 Full Moon Festival Event Report
 - 2.5 Commemorative Plaque: Empire Club
 - 2.6 Commemorative Plaque: Fitzgerald Building
 - 2.7 Commemorative Plaque: Second City
 - 2.8 Commemorative Plaque: Summerhill
3. **DEVELOPMENT COMMITTEE**
 - 3.1 Meeting Minutes of November 27, 2023
4. **MARKETING AND DIGITAL MEDIA COMMITTEE**
 - 4.1 Meeting Minutes of November 21, 2023
5. **MOTION:** Approval of Consent Agenda

C. REPORTS (VERBAL)

- 1. CHAIR OF THE BOARD** - Liza Chalaidopoulos
- 2. EXECUTIVE DIRECTOR** - Allison Bain
- 3. PROGRAMS COMMITTEE** - Sarah Watson
- 4. DEVELOPMENT COMMITTEE** - John McAlister
- 5. MARKETING AND DIGITAL MEDIA** - Peter Ignazi
- 6. FINANCE AND AUDIT COMMITTEE REPORT** - James Lane
6.1 Financial Statement as of November 30, 2023
- 7. YEAR-END REPORT** - Staff

D. OTHER BUSINESS

2024 BOARD OF DIRECTORS MEETINGS

Board meetings are held at St. Lawrence Hall, 157 King Street East, 3rd floor, Toronto, from 6:00 - 7:30 p.m.

Heritage Toronto sets its board meeting dates in advance. The proposed dates best serve the needs of the agency, align with the timing of quarterly financial statements, avoid major religious holidays and stat holidays, and do not conflict with meetings of Toronto City Council and its Executive Committee. The following 2024 board meeting dates are proposed:

Tuesday, March 19

Wednesday, June 19

Tuesday, September 17

Wednesday, December 11