HERITAGE TORONTO PEOPLE.PLACES.EVENTS.	**BOARD OF DIRECTORS MINUTES**

This meeting of the Heritage Toronto Board was held on March 24th, 2026 from 6:00-7:30 pm at Heritage Toronto's offices at 157 King Street East.

PRESENT:
Liza Chalaidopoulos (Chair)
Councillor Stephen Holyday
Jeff Junke
Christopher Castellano
Andrew Himel
Harmeet Singh Sandhu
Colin Smillie
Hana Syed
James Lane
Peter Ignazi

REGRETS:
Dilys Chan
Councillor Parthi Kandavel

ALSO PRESENT:
Allison Bain, Executive Director
Chris Bateman, Plaques Manager
Melissa Cortez, Public Programs Coordinator
Lucy Di Pietro, Marketing and Digital Media Manager
Light Naing, Marketing and Communications Coordinator
Mitchie Ding, Public Programs Assistant
Nadia Sule, Operations Coordinator (recording)
Faith Ebanks, Equity Coordinator
Alejandra Galindo, Young Associates
Greg Heal, Volunteer

A. OPENING REMARKS, AGENDA, AND MINUTES

1. Call to Order

The meeting was called to order by Chair Liza Chalaidopoulos at 6 p.m.

2. Acknowledgement of Traditional Territory

Liza Chalaidopoulos delivered an Indigenous land acknowledgement to open the meeting.

3. Introduction and Opening Remarks by Chair

Liza Chalaidopoulos thanked Board and staff for their contributions and noted upcoming Board restructuring and succession planning.

She announced that Brad Evoy and Melissa Nugegoda will no longer serve on the Board, and emphasized prioritizing Indigenous representation in future appointments, based on Board guidance.

Peter Ignazi thanked Liza Chalaidopoulos for her five years of service.

Ms. Chalaidopoulos welcomed Alejandra Galindo from the agency's accounting firm Young Associates and Greg Heal, a long-time volunteer.

4. Approval of Agenda

HT 26-12: APPROVAL OF AGENDA for the March 24, 2026 Board Meeting of Heritage Toronto. (carried)

Moved by James Lane, seconded by Hana Syed, and approved unanimously.

5. Declarations of Confidentiality and Conflicts of Interest

No conflicts were declared. Members were reminded that all discussions are confidential.

6. Approval of Minutes of the Previous Board Meeting

HT 26-13: APPROVAL OF MINUTES of the meeting of the Board of Heritage Toronto held December 10, 2025.

(carried)

Moved by Harmeet Singh, seconded by Peter Ignazi, and approved unanimously.

B. CONSENT AGENDA

1. EXECUTIVE REPORT

Executive Director Allison Bain reported that the organization was in one of its busiest periods as it prepared to launch the Tours season, execute its Doors Open program, and launch the Heritage Toronto Awards nominations process. She introduced new staff Melissa Cortez, the Public Programs Coordinator and Faith Ebanks, the Equity Heritage Coordinator).

Due to the Program Manager vacancy, staff are collaboratively supporting the Tours program. Allison noted she will oversee Doors Open and the Heritage Toronto Awards, Lucy DiPietro will oversee Public Programs while Chris Bateman will provide curatorial support to Programs.

C. REPORTS

1. PLAQUES

Chris Bateman reported on a plaque unveiling happening immediately following the board meeting to commemorate Second City. Additional plaques in development include FIFA related ones and the Subway Deer. Moreover, the Shoreline Project plaque is to be unveiled on July 11th, 2026, tentatively. The online plaque map development is underway and the Board unanimously expressed strong support.

2. AUDIT REPORT

Alejandra Galindo presented the 2025 Draft Audited Financial Statements and reviewed the Independent Auditor’s Report, noting that the auditors identified no material concerns and issued a clean audit opinion, aside from standard nonprofit limitations related to cash donations.

She provided an overview of the organization’s financial position, including cash flow, restricted funds, and the proposed transfer of $46,000 into the Innovation Fund.

Alejandra Galindo reviewed the auditors' recommendations and noted that the Board's role in internal controls was appropriate for an organization of Heritage Toronto's size. Councillor Stephen Holyday encouraged staff to review any minor audit deficiencies that may be reasonably addressed prior to next year's audit.

HT 26-14: APPROVAL OF 2025 AUDITED STATEMENTS (carried)

Moved by Harmeet Singh, seconded by James Lane, and approved unanimously.

HT 26-15: APPROVAL OF TRANSFER to the Innovation Fund (carried)

Moved by James, seconded by Christopher Castellano, and approved unanimously.

3. TOURS PROGRAM

Melissa Cortez presented the 2026 Tours season, themed "Greatest Hits," and discussed plans to expand partnerships with stakeholders and community organizations. There will be a strategic shift away from smaller community market events and toward larger community events such as Pride Toronto, Newcomer Day, and the Festival of South Asia. She also noted that outdated tour equipment has been replaced to improve safety, accessibility, and reliability.

Christopher Castellano asked whether there was interest in revisiting "premium" specialty tours. Lucy DiPietro explained that similar initiatives had mixed success in previous years, though opportunities for future pilot projects remain under consideration.

Councillor Stephen Holyday expressed interest in a contemporary photographythemed tour highlighting notable Toronto locations and social media culture. Staff agreed this was an area of potential interest.

Hana Syed asked how tours are marketed. Lucy DiPietro advised that email marketing and social media advertising remain the organization's strongest promotional tools, though influencer collaborations are also being explored.

Heather Corner noted that many sponsors and community partners also assist with promotional outreach.

4. DEVELOPMENT

Heather Corner reported that fundraising campaign revenue exceeded the previous year by approximately $12,000. She highlighted new donor stewardship initiatives including illustrated thank you cards and mailed annual reports.

Additionally, Heather Corner advised that positive feedback had been received from TD regarding equity funding and that Heritage Toronto is encouraged to apply for future funding rounds. She also noted ongoing sponsorship outreach efforts and encouraged Board members to continue supporting the organization through personal contributions.

5. MARKETING AND COMMUNICATIONS

Lucy DiPietro reported strong social media growth resulting from the Plaque Fridays campaign initiative, particularly on Instagram and Facebook.

She also previewed an upcoming campaign highlighting the individuals who contribute to Heritage Toronto’s work, including staff, Board members, donors, and sponsors.

Ms. DiPietro advised that the annual report will primarily be delivered online this year, accompanied by a shorter printed highlights document for stakeholders and supporters. Board members expressed support for the updated approach and reduced printing costs.

6. FINANCE

James Lane provided an overview of Heritage Toronto’s investment strategy, explaining that funds previously held in low-interest accounts had been diversified into money market funds, GICs, and secured equities. He noted that the investments generated approximately $30,000 in returns.

Councillor Stephen Holyday asked whether an investment policy framework was in place. James confirmed that investment decisions are guided by an established risk tolerance framework and financial recommendations.

D. STRATEGIC PLANNING

Liza Chalaidopoulos advised that the Board will revisit Heritage Toronto’s strategic priorities at an upcoming meeting and encouraged members to prepare ideas and recommendations in advance.

She also outlined the process for selecting the next Chair of the Board, noting that nominations will be brought forward and voted on by Board members.

There being no further business, the meeting was adjourned at 7:33 pm.