

**Annual General Meeting
The Hangar Flight Museum
Held on-line on April 28, 2021**

Board Members:

Nora Molina, Chair	Carol DeLong	Liam O'Connell
Lyle Witkowicz, Vice Chair	John Melbourne	Kevin Dooley
Don Ross, Secretary	Douglas Robertson	Michael Wilton
Betty Thompson, Treasurer	Brian McFadyen	John Alho

Voting Members:

David Mapplebeck	Wade Wostradowski	F. Gordon Lowe
Gordon Lowe	Don Greer	Michael Roloff
Phil Duby	Bain Spielman	Paul Keough
Mark Eberl	Rob Ballantyne	Bruce Yorga
Jim Williams	Dwight Allen	William Kaufmann
Clark Seaborn	Grant Allen	Lorne Goat
Regina Nenniger	Vern Rehbein	Mary Schmitz

Other:

Gordon Berturelli	Sean Roach	Vange Keough
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Staff:

Brian Desjardins, Executive Director
Lauren Maillet (minute-taker)
Willa Wu, Office Manager
Sara Bohuch, Guest Services Associate

Call to Order:

The meeting was called to order by the Chair, Nora Molina, at 7:03pm. Quorum confirmed.

The Chair welcomed all. The presentation was shared on Zoom with screenshare. Nora introduced the Zoom protocols for the motions. Each board member introduced themselves.

Adoption of the Agenda:

Motion to accept the agenda was made by Don Ross. Seconded by Liam O'Connell. Motion carried.

Adoption of the Minutes of the 2020 Annual General Meeting:

Motion to adopt the minutes made by Don Ross. Seconded by Michael Wilton. Motion carried.

Chair's Report:

Nora Molina updated everyone on the development of a new Strategic Plan for the association. The previous plan was written in 2017. In 2020, work began with a focus updating the pillars also identified in the 2017 plan including Improving Visitor Experience, Strengthening Resources and Connecting with Communities. Work on the new plan was timely with onset of a global pandemic and priorities shifted due to new realities with extended closure and being fiscally prudent.

Metrics for measuring success include admissions, non-grant revenue (sales and services), donations, memberships, and partnerships, and public opinion.

The museum took a pause in 2020 to strategically look at where we are going. The new Strategic Framework was approved in early January and with the mind-set of planning for the future in the next 10 years: Destination 2030. The framework apply uses aviation terminology into how we talk about Our Flight Path (Vision) and Our Approach (Mission).

Nora thanked the wonderful group of volunteers and dedicated staff working on the Strategic Plan.

Executive Director's Report:

Brian Desjardins thanked the Board of Directors for their support. He also thanked the volunteers and staff for helping make 2020 successful during a difficult year.

Covid-19 Financial Strategies have included maximizing all forms of government support such as the Canadian Emergency Wage Subsidies, City of Calgary Emergency Relief, Heritage Canada, Canadian Emergency Rent Subsidy, Canada Summer Jobs Program, donors and foundations. Full-time staff remained employed due to the government support programs available.

The museum completed some major projects including a new humidity system, and the start of truss repair and tent repair into 2021. A feasibility study supported by the City of Calgary will begin in 2021 to develop and move forward with plans to replace the tent hangar with a permanent structure in future years.

Nora Molina thanked Sean Roach (in attendance) and the City of Calgary's ongoing support and partnership with the museum.

2020 measurements for success include:

- Admissions in 2020 saw a 84% decrease in visitors.
- Non-grant revenue decreased considerable due to ongoing closure from the pandemic.
- Donations decreased by 38% (there was no large-scale fundraising campaign in 2020, whereas in 2019 saw the CF-100 Canuck fundraising completed)

- Memberships decreased to 151 from 191.
- Public opinion: Google rating of 4.5, Facebook 5.0, Trip Advisor 4.0 (Google and Facebook reviews were up compared to 2019).

Highlights of 2020 can be reviewed in the Annual Report.

Review of the 2020 Audited Financial Statements:

Betty Thompson, spoke to the audited financial statement. Property and equipment values come down each year due to amortization.

The Museum had an excess of revenue over expenses of \$242,167. Primarily due to deferred contributions to be applied to various projects to be completed.

Betty Thompson moved to accept the 2020 Audited Financial Statements. Seconded by Don Ross. Motion carried.

Appointment of the Auditors for the ensuing year:

Betty Thompson moved to permit the Board to seek proposals for a new auditor and select a new firm for the 2021 audit. Seconded by Douglas Robertson. Motion carried.

Governance Committee Report: Election of Members of the Board:

Nora Molina said the committee has been focused on three (3) key projects: bylaw review, board skills matrix, and governance review.

An overview of the bylaw changes was provided and noted that they were also circulated in advance of the AGM.

William Kaufmann asked why the Executive Committee has been removed from the bylaws. The change clarifies decision making and accountability of the full board to make final decisions as one. While Officers have assigned responsibilities, as a group they do not have decision making authority or autonomy. All board decisions are made as one by the entire board.

William Kaufmann asked about the removal of the Past Chair role. This decision releases them from the obligation to attend every board meeting after already serving a six (6) year term and they are no longer the active Chair.

Motion to approve the new set of bylaws, moved by Betty Thompson and seconded by John Alho. Motion carried.

The Board Skills Matrix includes core competencies, knowledge/skills, and attributes. Current skills as well as those skills being pursued for future recruitment occurs when current board members complete their terms.

*Motion to appoint Lyle Witkowicz and Carol DeLong to the Board of Directors for a three-year term.
Moved by Betty Thompson and seconded by John Alho. Motion carried.*

A tremendous thank you to John Melbourne and Don Ross as they have completed their terms on the Board. There are other ways that they will continue to contribute to the Museum including committee work.

Beyond 2021:

Nora Molina noted that the museum is looking forward to reopening when restrictions are lifted by Alberta Health Services. The museum has received excellent media attention and the awareness gives us the ability to shine brightly. Focus areas will be continued recovery, expanding our footprint, and strategic additions to our collection.

The feasibility study will help us understand our path forward. There will be more information coming regarding the new Strategic Plan by this fall.

As a reminder there are many ways to support the Museum including annual donations, monthly giving, legacy funds, and volunteer time.

Questions from the Membership:

William Kauffman asked about the status of the tent hangar?

Brian Desjardins said the tent hangar has been reskinned in April and at the cost of the insurance provider. Landscaping around the tent will be completed in the coming weeks.

Mary commented an idea to have a piece of the old Tent Hangar skin to have something painted on it. Also an idea to put blue planes on the edge of the ‘privacy screen’ at the front desk so that people know where the edge is in a friendly way. An idea of how to advertise on the Tent Hangar: shadow screening with a projector so that nothing damages the tent fabric.

Adjournment:

Nora Molina made closing statements thanking the board directors and the members in attendance. Contributions of long-serving board director, John Melbourne and Don Ross, were acknowledged with great appreciation for their many contributions and service to the Museum.

Motion to adjourn the meeting was made by Don Ross. Seconded by John Melbourne. Motion carried.

Meeting adjourned at 8:51pm.