



JUNE 22, 2024



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**TO:** MEMBERS, ACO

**FROM:** WILL COUKELL, COO

**SUBJECT:** ANNUAL REPORT

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## **STAFF REPORT SUBMITTED BY WILL COUKELL, CHIEF OPERATING OFFICER**

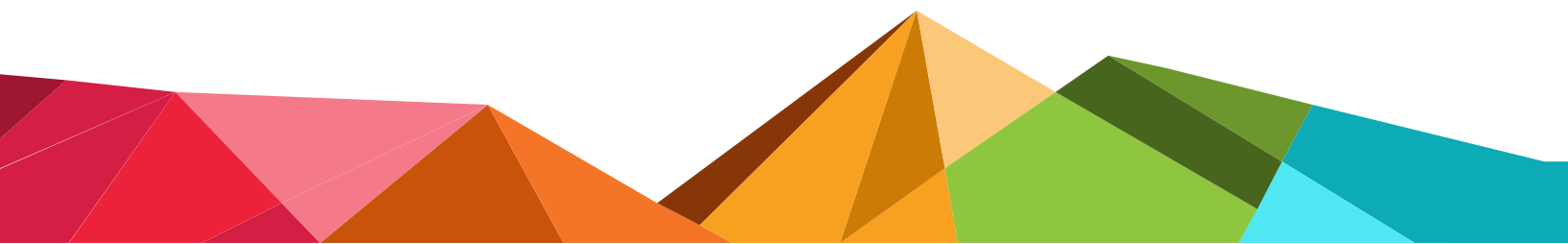
For the third year in a row year the audit was completed on time. This is particularly important as the contract with CRA will only allow ACO to continue to operate if we meet all the requirements within that contract. To that end, we have accomplished several things this year: we completed the audit in a timely manner; we processed all of our paperwork by the deadlines; we have met all the requirements for how and when we issue tax receipts; and we have moved almost all of the branches to BMO except for one branch. I am confident that when the next CRA audit is done, we will pass.

Thanks to Marie and Tai who worked very hard along with me to get this done. Also, thanks to the many branches who got their information in to us in a timely manner. Your work makes things so much easier for us at audit crunch time.

We continue to try to improve our processes and have received much praise from the auditors for some of the innovations, particularly for the use of DropBox which has sped the audit process up substantially.

### **Programs**

Alex MacKinnon, Program Coordinator and, of course the Policy Committee and Government and Community Relations Committee ran, what is probably our most successful Heritage Action Day ever. In addition, the committees, supported by Alex, ran a campaign to get the listing deadlines, under Bill 23, extended. They were successful, the subsequent Bill 200 extended the deadline for an additional two years (much congratulations to all).



The awards program is progressing towards the event in October. Please note that the deadline for nominations is June 23 (the day after the AGM). We need nominations if this is to be an ongoing successful campaign. It does raise awareness of heritage buildings/projects in various communities, and we are particularly encouraging smaller communities to highlight the great things happening around you.

Alex, of course, is the editor of our e-newsletter "Nutshell" which continues to grow. We get great feedback on it and he is always looking for stuff to put in the newsletter, so let him know if you have something you'd like to highlight.

### **Membership**

Last year, Tai and Marie completed personal visits to all branches who were willing to meet. They will be starting another round shortly, after much discussion, we have decided to try them virtually, rather than in person, as it may be the issue of travel that discouraged the two or three that didn't meet last year. Tai will take this opportunity to get know the branches, find out their concerns, answer membership questions and teach those who need how to use Dropbox and the backend of the ACO website.

### **Fundraising**

As you all know, lost our Development Worker early in 2023 and we struggled to find someone for the position. We were lucky to get Adrian Lancashire to take on the task in January of this year. So far, he has been very successful in reaching out and attracting attention from various stakeholders. He has already managed to get 100% recommitment from all our sponsors from the last three years, and I am confident he will make more progress in our fundraising efforts. Please keep ACO in mind for your will, there are many reasons to remember us in your will that will actually help your beneficiaries. Adrian has prepared a paper on this which you can download from the donation page of our website.