

Brockville Museum Board of Management Meeting Minutes

January 14th, 2019

PRESENT: Margaret Lawrence, David Buck, Dr. John Arnott, Neil O'Brien, Haley Veronyak, Paul Naylor, Councillor Nathalie Lavergne

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

1.0 Call to Order: 7:01 pm in the classroom.

1.1 Introduction of new Board Member(s)

N. Wood introduced Councillor N. Lavergne, Council representative for 2019.

2.0 Additions to/Approval of Agenda

Moved by: P. Naylor and Seconded by: M. Lawrence that we approve the proposed agenda. Carried.

3.0 Additions to/Approval of the Minutes of the Last Meeting

Moved by: D. Buck and Seconded by: N. O'Brien that we approve the

minutes of the last meeting after discussion. Carried.

4.0 Business Arising from Minutes

N. Wood reported that the heating issue in the lobby has been resolved. LED light bulbs have now been installed throughout the Museum. They provide a brighter light with significantly less UV. Staff are continuing to make adjustments to mitigate resulting shadows in the exhibit areas.

5.0 Correspondence and Communication

None.

6.0 Amendments to/Discussion and Approval of the Staff Report

N. Wood reported that a new contractor was brought in, and the repair of the furnace moved quickly from that point.

With an unexpected budget surplus, N. Wood's suspicions were correct — utility bills have not been posted since September, which will account for most of the surplus.

The Museum's co-op student, Hunter, finishes January 18th.

Moved by: J. Arnott and Seconded by: P. Naylor that we approve the Staff Report as issued and discussed. Carried.

7.0 Executive Reports

7.1 Chairman of the Board

None.

7.2 Curator/Director

N. Wood was pleased to share with the Board a photo spread in MUSE (the Canadian Museums Association magazine) which featured photos taken by her at the symposium she attending in November 2018 in Calgary. Brockville Museum is mentioned several times in the photo credits.

N. Wood will attend one day of the CMA National Conference in Toronto in April, including workshops on “Renovations, Expansions and New Construction: Stakeholder Engagement Strategies in Museum Planning,” and “The Digital Museum Visitor Experience.” The Museum is paying the registration fee (\$300), but she is paying for her travel and lodging.

While attending the monthly Tourism Advisory Committee meeting, N. Wood announced the planned Prudence Heward exhibit in 2020. There was excited reaction, and some follow-up from other stakeholders.

Aquarium Board of Directors Chair Jeremy Hobbs has accepted an invitation to attend the Museum Board meeting in March.

The 2019 Lecture Series has launched. N. Wood noted in particular the first speaker, who is a response to requests for a lecture on Indigenous issues. New this year: all Lecture Series ticket sales will be through the Brockville Arts Centre box office (in person, by phone or online). While there have been a few complaints, the new system works well for the Museum. Seating capacity has been capped at 80, with no at-the-door sales.

7.3 Friends Report

The Friends Executive is expected to meet in late January, in preparation for their Annual General Meeting on February 23rd.

7.4 2032 Committee

M. Lawrence and P. Naylor reported that the Committee met for the first time on January 9th. It is moving forward with identifying the processes and procedures for tendering an RFP, researching expansions/new builds by other institutions, and devising strategies building community awareness and support, particularly at City Hall.

8.0 New Business

None.

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, February 11th, 2019 at 7:00 pm in the Classroom.

10.0 Adjournment 8:11 pm