

Brockville Museum Board of Management Meeting Minutes

February 12th, 2018

PRESENT: Margaret Lawrence, Paul Naylor, David Buck, Barb Healy, Dr. John Arnott, Neil O'Brien

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

1.0 Call to Order: 7:07 pm in the Classroom.

2.0 Additions to/Approval of Agenda

Moved by: B. Healy and Seconded by: P. Naylor that we approve the proposed agenda. Carried.

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

Moved by: J. Arnott and Seconded by: D. Buck that we approve the minutes of the last meeting after discussion. Carried.

4.0 Business Arising from Minutes

N. Wood reported that the start date for Peggy Hause (Amy's replacement) has been delayed by one week. She contacted Bob Harper, inviting him to share his new information, which he declined. The five Lecture Series speakers have been confirmed. The issues with the Museum's Facebook and Twitter accounts have been resolved.

5.0 Correspondence and Communication

None

6.0 Amendments to/Discussion and Approval of the Staff Report

N. Wood presented a new social media strategy, designed to divide labour and streamline messaging. She noted the Museum's budget deficit now stands at approximately \$1,200, down from the original estimate, due to the fact that some funds transfers were booked late by the City.

Moved by: N. O'Brien and Seconded by: B. Healy 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 noted there was another water leak in the foyer on February 12th. Snow and ice was cleared from the roof.

The Annual Report will include a ledger as an appendix, as of the date of publication and subject to change.

MOTION: That the Brockville Museum Board of Management approve the Museum Annual Report as presented to the Board on February 12th

2018. Moved by: D. Buck and Seconded by: J. Arnott. Carried unanimously.

7.3 Friends Report

P. Naylor reported that the Friends executive now meets monthly. They are working to organize the annual used book sale, and to establish a website. He reminded Board members of the Friends' Annual General Meeting, scheduled for March 3rd.

8.0 New Business

N. O'Brien noted that he has been working for some time to recruit Larry Sherman for the Collections Committee.

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, March 12th, 2018 at 7:00 pm in the Classroom.

10.0 Adjournment 7:54 pm