

# **Brockville Museum Board of Management Meeting Minutes**

*April 9th, 2018*

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

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

**1.0 Call to Order:** 7:04 pm in the Classroom.

## **2.0 Additions to/Approval of Agenda**

Moved by: M. Lawrence and Seconded by: B. Healy that we approve the proposed agenda. Carried.

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

Moved by: D. Egan and Seconded by: P. Naylor that we approve the minutes of the last meeting after discussion. Carried.

## **4.0 Business Arising from Minutes**

#### *4.1 Air quality testing*

The testing was conducted on April 9th, with six samples taken from throughout the building. A report will be prepared in due course.

#### *4.2 Young Canada Works grant*

The grant application has been approved. The job has been posted, with a closing date in mid-April. N. Wood also reported that last year's summer student, Declan Dawes, will be returning this year as a direct hire.

### **5.0 Correspondence and Communication**

Board members expressed satisfaction with the *Recorder & Times* article, written by Ron Zajac, covering N. Wood's presentation to the EDP Committee. The "2032" initiative was well-covered, with all pertinent points mentioned.

### **6.0 Amendments to/Discussion and Approval of the Staff Report**

Alison McMahon is going on maternity leave, beginning August 17th, for one year. A temporary hire will replace her.

N. Wood reported that City Hall is currently undertaking a salary review. As job descriptions for Museum staff were updated several years ago, she is not expecting any surprises from the review.

Moved by: D. Buck and Seconded by: D. Egan 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 reminded Board members that the Museum Dance-Off voting is taking place online on April 17th. The Brockville Museum is in competition against three other Canadian museums. Vote early and often!

N. Wood and Peggy Hause will conduct a trial “Pop Up Museum” at City Hall on April 13th, 11:30-1:30. They will present three art pieces from the Museum’s collection to passersby.

The next Museum@Night will take place on April 20th, with the last for this year on June 1st.

### *7.3 Friends Report*

This year’s used book sale promises to be bigger and better than ever. More books have been donated than ever before, and the members-only pre-sale earned \$350. On the first day of the sale, 159 people visited the sale.

## **8.0 New Business**

After discussion of this year’s requirements for the garden, it was agreed that B. Healy approach the Friends executive directly with a request for funds, once needs are clarified.

N. Wood will not attend the Board meeting in June, as she will be on holiday. Viktor Kaczkowski will attend in her place.

## **9.0 Date, Time, Location of Next Meeting**

The next meeting of the Board will be held on Monday, May 14th, 2018 at 7:00 pm, in the classroom..

## **10.0 Adjournment** 7:59 pm