

Brockville Museum Board of Management Meeting Minutes

July 9th, 2018

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

STAFF: Natalie Wood

GUESTS: Doreen Barnes

CHAIR: Chuck Quick

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

2.0 Additions to/Approval of Agenda

Moved by: D. Buck 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: J. Arnott and Seconded by: D. Eagan 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 both buildings. No report as yet.

5.0 Correspondence and Communication

A letter was received from the Mayor's office requesting an update on the trust account for the Cossitt Estate.

6.0 Amendments to/Discussion and Approval of the Staff Report

The Curator/Director clarified several items in the two summaries.

Moved by: J. Arnott and Seconded by: D. Buck that we approve the Staff Reports for May and June as issued and discussed. Carried.

7.0 Executive Reports

7.1 Chairman of the Board

The chair welcomed D. Barnes as a representative of the Friends

7.2 Curator/Director

The Curator/Director presented a chart and a word document that describe the functions of the various organizations that interact to make the Museum operate successfully. This document also contains various examples of the roles each group has and their interconnections.

Several questions relating to our art work were answered (they are stored in the textile area of Beecher House, and we don't have good place to display them, and although they could be displayed in, for example, the library, these locations are not secure enough).

The request for board member applications was forwarded to the City Clerk.

It was noted that this is D. Egan's last meeting as she and her husband at moving to Ecuador.

7.3 Friends Report

None.

8.0 New Business

None

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, September 10th, 2018 at 7:00 pm, in the classroom.

10.0 Adjournment: 8:05 pm