

Brockville Museum Board of Management Meeting Minutes

December 10th, 2018

PRESENT: Margaret Lawrence, David Buck, Dr. John Arnott, Neil O'Brien, Haley Veronyak

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

1.0 Call to Order: 7:03 pm in the classroom.

1.1 Introduction of new Board Member(s)

N. Wood introduced H. Veronyak, Events and Communications Coordinator at DBIA, as newly-appointed Citizen member. N. Wood also conveyed Councillor Nathalie Lavergne's regrets at being unable to attend her first meeting as the Board's Council representative.

2.0 Additions to/Approval of Agenda

Moved by: J. Arnott and Seconded by: N. O'Brien 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: J. Arnott that we approve the minutes of the last meeting after discussion. Carried.

4.0 Business Arising from Minutes

None.

5.0 Correspondence and Communication

5.1 Board Appointments

N. Wood received notification from the City of the appointments of H. Veronyak and Coun. Lavergne to the Museum Board. It was noted that there remain three vacancies on the Board.

6.0 Amendments to/Discussion and Approval of the Staff Report

N. Wood noted that new LED light bulbs were installed in the Carriage Hall on December 6th. The issue of heating in the front lobby remains unresolved, but with a temporary “fix” in place until a needed HVAC part arrives.

Moved by: M. Lawrence and Seconded by: N. O’Brien that we approve the Staff Report as issued and discussed. Carried.

7.0 Executive Reports

7.1 Chairman of the Board

C. Quick has signed letters to all Council members, to reinforce the Board’s message regarding the 2032 initiative. He will also prepare letters of thanks to former Board members D. Egan and B. Healy.

7.2 Curator/Director

N. Wood reported that the City has hired a new Facilities Manager, who understands the Museum's issues.

7.3 Friends Report

N. Wood reported that the Friends Executive did not meet in November or December, but will meet in late January. New by-laws are being prepared for presentation at the Friends Annual General Meeting in February.

8.0 New Business

8.1 2032 Update — Canada Cultural Spaces Fund

N. Wood noted that, while the Fund can pay up to fifty percent of costs at each phase of project development (feasibility, architectural, build), the actual grants are usually less. Due to funding uncertainties, there is some urgency to issuing the Request For Proposal, selecting a bid, and moving forward with the feasibility study before the next federal election.

At a cost of approximately \$30,000-\$35,000, the feasibility study would be designed to present consultations, options and scenarios for moving forward to a successful relocation of the Museum by 2032.

8.2 2032 Committee — Nominations and Appointments (2)

P. Naylor and M. Lawrence will serve on this sub-Committee. N. Wood noted the Friends Executive and the Leeds and Grenville Branch of the Ontario Genealogical Society would also be represented.

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, January 14th, 2019 at 7:00 pm in the Classroom.

10.0 Adjournment 8:44 pm