

Brockville Museum Board of Management Meeting Minutes

December 14, 2015

PRESENT: Dr. John Arnott, Daria Egan, Chuck Quick, Barb Healy, Neil O'Brien, Paul Naylor

STAFF: Natalie Wood

GUESTS:

CHAIR: Brian Porter

CITY COUNCILLOR: regrets

1.0 Call to Order: 7:07 pm

2.0 Additions to/Approval of Agenda

Moved by: Daria Egan and Seconded by: Chuck Quick that we approve the proposed agenda.

Carried.

3.0 Additions to/Approval of Minutes of the Last Meeting

Moved by: Paul Naylor and Seconded by: Neil O'Brien that we approve the minutes of the last meeting.

Carried.

4.0 Correspondence and Communication

None

5.0 Amendments to/Discussion and Approval of the Staff Report

The Curator/Director indicated that the floors in upstairs of the Beecher House would be done over the Christmas – New Year’s break to minimize staff exposure to fumes and to take advantage of the reduced museum traffic at this time of the year. City IT staff will be disconnecting cables etc prior to the start of work, furniture re-location will be done by Doug Moore and his helpers and reconnections will be carried out by City IT staff following completion of the painting.

Moved by: Barb Healy and Seconded by: John Arnott that we approve the staff report.

Carried.

6.0 Business Arising from Minutes

Capital projects

Budget status

The request for extra funding to make the part time position for Alison Dingleline to full time has been passed by Council.

7.0 Executive Reports

7.1 City Councilor

None

7.2 Chairman of the Board

None

7.3 Curator/Director

Railing outside of main entrance is partially complete. A second handrail will be installed soon.

We have been offered the photographic collection of the Murray and Sons' Photographic Studio. It is a large archive of mostly portraits taking up shelving approximately 8 feet by 10 feet. There needs to be discussions held about where this might be stored.

The painting outside progressed well due to the favourable weather.

The Curator/Director brought the Board up to date on the topic of possible expansion/relocation of the Museum with City staff. It was noted that these discussions were very preliminary and that we (the Museum) need to collect various numbers (space required, statistics, kinds of space required, etc.) in order to create a business case. In addition there needs to be discussions on the "right" place to be the museum site into the future.

The museum will be at the New Years Levee at the Brockville Armouries from 12:00 to 2:00 with at table display and advertising.

The Curator/Director presented Neil O'Brien with an appreciation certificate for 10 years of volunteer service,

8.0 New Business

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be on Monday January 11, 2016 at 7:00 pm in the classroom.

10.0 Adjournment:

8:34PM