

Brockville Museum Board of Management Meeting Minutes

November 14, 2016

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

STAFF: Natalie Wood

GUESTS:

CHAIR: Brian Porter

CITY COUNCILLOR:

1.0 Call to Order: 7:00 pm in the Classroom.

2.0 Additions to/Approval of Agenda

Moved by: Daria Egan and Seconded by: Paul Naylor that we approve the proposed agenda.

Carried.

3.0 Additions to/Approval of Minutes of the Last Meeting

Moved by: Barb Healy and Seconded by: Neil O'Brien that we approve the minutes of the last meeting after discussion.

Carried.

4.0 Correspondence and Communication

None

5.0 Business Arising from Minutes

- The change to the Moneris machine from the Friends to the Museum will be a transfer in January, and will cost less as there will be no cancellation fee.
- Paul Naylor gave a report on his meeting with the Friends. There was considerable discussion, and Paul will author a letter to the Friends asking for a meeting soon.

6.0 Amendments to/Discussion and Approval of the Staff Report

Moved by: John Arnott and Seconded by: Paul Naylor that we approve the staff report as issued, and discussed.

Carried.

7.0 Executive Reports

7.1 City Councillor

None

7.2 Chairman of the Board

The Chair shared some memories of his time on the Board.

7.3 *Curator/Director*

The Curator/Director provided some updates:

- General admissions up approximately 200 from year end 2015.
- Whiskey tasting coming up with disappointing pre-paid admissions (11) but they are going ahead with it.
- The Curator/Director noted that we need a motion to cover the user fees for 2016 (as these changes are included in the budget as submitted to the City.

Moved by: John Arnott and Seconded by: Barb Healy that we approve the changed user fees for 2017. These changes include room rentals, after hours requests, admissions et cetera.

Carried

- It was noted that the Museum will be closed to the public from 22 December, re-opening on 03 January. Staff will be here during this period.

8.0 New Business

None

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be on Monday December 12th, 2016 at 7:00 pm in the classroom.

10.0 Adjournment: 8:54 pm