

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

*January 9, 2017*

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

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

**Call to Order:** 7:03 pm in the Classroom

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

Moved by: Dr. John Arnott and Seconded by: Neil O'Brien that we approve the proposed agenda.

Carried.

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

Moved by: Daria Egan and Seconded by: Barb Healy that we approve the minutes of the last meeting after discussion.

Carried.

## **4.0 Business Arising from Minutes**

Dr. John Arnott noted that the Council's decision to no longer assign a specific Councillor to our Board presents a new opportunity to selectively contact multiple Councillors on issues relating to the Museum. Paul Naylor concurred, suggesting it may be useful to identify 2-3 Board members for this purpose.

## **5.0 Correspondence and Communication**

None.

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

Dr. John Arnott suggested that, when repairing the burst pipe/outdoor tap, a hydrant valve be used. This would eliminate the worry of the tap accidentally being left open.

To clarify the statistics, Natalie Wood pointed out that the increase of visitors in 2016 (300 more than 2015, and 500 more than 2013 and 2014) corresponded to an increase in revenue in 2016 of \$500 over 2015 and \$1000 over 2013 and 2014.

Natalie Wood indicated concerns regarding the Murray Studios photography negatives collection, currently in the process of being received by the Museum. In the first two boxes of negatives, some nitrate negatives have been identified. These are considered hazardous materials, and the Museum is reaching out to the Fire Department due to health and safety issues. Neil O'Brien disputed these concerns, and suggested the Museum contact the National Archives for guidance. It is unclear at this point how much of the collection consists of nitrate negatives. It is a large and valuable collection, but the Museum does not have storage space. Chuck Quick suggested it would be useful to write to Council indicating that additional funds will be required to copy the collection and dispose of the originals. Discussion endorsed all of these approaches.

Moved by: Dr. John Arnott and Seconded by: Neil O'Brien 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*

Natalie Wood indicated the preliminary final budget numbers for 2016 represent a deficit of \$10,000, primarily due to a drop in revenues from special events and donations, both of which are difficult to project in budget calculations.

The 2017 calendar of events was reviewed and discussed.

## **8.0 New Business**

In the context of the ongoing concern about the Friends, Chuck Quick expressed the view that the Board has done what it can, and must now leave it to the Friends to sort things out for themselves. He enquired on the status of the used book sale (a Friends event), and we were told that the hope is that it will take place during March Break (March 13-17), but that no communication with the Friends has taken place.

Daria Egan offered her services to help the Museum organize fundraising events.

Barb Healy indicated she will be away for the next two months.

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

The next meeting of the Board will be held on Monday, February 13th, 2017 at 7:00 pm in the Classroom.

**10.0 Adjournment** 8:25 pm