

Brockville Museum Board of Management Meeting Minutes

May 8th, 2017

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

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

1.0 Call to Order: 7:01 pm in the Classroom

2.0 Additions to/Approval of Agenda

Moved by: D. Buck and Seconded by: D. Egan 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: P. Naylor that we approve the minutes of the last meeting after discussion. Carried.

4.0 Business Arising from Minutes

C. Quick informed that a letter of appreciate to Friends Past President Doug Smith had been sent.

B. Healy reported that she had received approval of a request for \$400 from the Friends for gardening expenses.

N. Wood reported that, after discussions with the city, the caboose in Armagh S. Price Park is no longer a Museum responsibility.

N. Wood and D. Buck discussed the Tunnel stakeholders meeting, held on April 12th. The meeting they attended was one of several, with the focus entirely on the north end of the tunnel. The consultants provided a timeline for the presentation of options for stakeholder and community consultations.

5.0 Correspondence and Communication

5.1 Tunnel Opening Parade

N. Wood received an email response to her initial declination of Museum participation in the parade. The Tunnel Committee wants Museum representation, and has suggested that it would formulate some sort of representation if the Museum does not participate. N. Wood will respond, reiterating that the Museum is supportive of the tunnel project, and that our contribution to the opening is our upcoming Tunnel exhibit.

6.0 Amendments to/Discussion and Approval of the Staff Report

P. Naylor suggested a revision to the way statistics are presented with the staff report.

N. Wood reported on the successful OMA workshop held at the Museum. The focus was on physical plant, and she will be receiving feedback from workshop participants soon.

N. Wood was pleased with the success of the first “Museum @ Night” event on April 28th. Approximately 40 persons attended, with positive feedback from attendees.

Moved by: M. Lawrence and Seconded by: D. Egan that we approve the Staff Report as issued and discussed. Carried.

7.0 Executive Reports

7.1 Chairman of the Board

7.1.1 Presentation to EDP Committee

C. Quick attended N. Wood's presentation to the EDP Committee. He felt it was a good presentation, favourably received. However, he feels that, on such occasions, more Board members should be in attendance, to lend support and weight to the Director. Ultimately, his concern is that it is Council in the whole that has responsibility for our operations, and by creating the reporting mechanism through the EDP Committee, we are losing the direct link to those who oversee Museum operations.

7.1.2 Walking Tour

C. Quick noted that he recently heard about a walking tour conducted by Dale Chisamore. He wondered if the latter might be a resource for the Museum. N. Wood stated that she did not feel there was any information which the Museum did not already have.

7.2 Curator/Director

N. Wood reported that the Young Canada Works (YCW) program has approved one summer student position, but only for 12 weeks (the summer season is 16 weeks). The Museum will be advertising for a Saturday-only position to cover the gap. An application for a matching grant to fund an intern position is being submitted by the Friends.

7.3 Friends Report

N. Wood reported that the issue of where Friends' membership fees are sent (which had been of ongoing concern to the Friends executive) has been resolved. The Friends have passed a motion to change their bylaws to donate fees to the Museum. The next meeting of the Friends executive will be held on May 23rd, and N. Wood and P. Naylor have been invited to attend.

8.0 New Business

None.

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, June 12th, 2017 at 7:00 pm in the Classroom.

10.0 Adjournment 8:15 pm