

Brockville Museum Board of Management Meeting Minutes

November 13th, 2017

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

STAFF: Natalie Wood, Sarah Gervais

GUESTS:

CHAIR: Chuck Quick

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

2.0 Additions to/Approval of Agenda

Moved by: B. Healy and Seconded by: D. Buck that we approve the proposed agenda. Carried.

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

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

4.0 Business Arising from Minutes

N. Wood and C. Quick elaborated on their previous comments regarding local support for museums, indicating that we lie along (but not at either end) of a

spectrum ranging from little or not support to fully supportive.

N. Wood reported that, due to poor ticket sales, the Tiki-ennial fundraising event has been cancelled. Discussion ensued on what types of fundraising activities can be successful or not, timing, logistics, etc. Museum staff are reviewing options in this regard.

The Mayor's New Year's Levee has been confirmed to take place at the Museum on January 1st, 2018, beginning at 12 noon. All Board members are urged to attend.

5.0 Correspondence and Communication

S. Gervais presented a brief summary of the work she is doing as Marketing and Outreach Intern (July-December 2017), under a Young Canada Works grant for recent college/university graduates. Among her activities, she has increased Museum visibility by attending local festivals and community events, participating in TV and radio interviews, completing an episode of B'Muse, organizing the Museum's submission to the international online competition "Dance Off," preparing the brochure for the Downtown Brockville Scavenger Hunt, and helping with the Heritage Skills workshops.

6.0 Amendments to/Discussion and Approval of the Staff Report

N. Wood will make a presentation at the Canadian Museum Association workshop "Mounting an Exhibit on a Shoestring."

A call went out through the Museum's Facebook page for artifacts for the upcoming "Ice Storm" exhibit. This post received the largest number of views to date of any Museum post. A few items have begun to come in.

Moved by: M. Lawrence and Seconded by: D. Buck 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

7.2.1 Discussion of 2017/2018 Strategic Review documents

The Museum will continue with Sunday closure. The Friends have agreed to pay for new rack cards, which will not include opening hours.

7.2.2 Front Steps

N. Wood reported that, in light of the engineer's report regarding the front (west) steps of Beecher House, the entrance is to be abandoned. Two options for staff entrance are available: the main front entrance, or the south door from the parking lot. Remediation work on the south door and steps is proceeding.

7.2.3 Museum 2032

After further discussion, the following Motion was put forward:

“Whereas the Brockville Museum collection has doubled since the building's expansion in 1995, and is projected to grow by a quarter in the next fifteen years (2032);

And whereas an off-site storage warehouse is required in order to house the current collection at an annual expense of five percent (\$10,500) of the museum's operating budget;

And whereas the limited and insufficient storage spaces available in the present building and at the off-site storage facility are placing the collection at risk from exposure to pests, inadequate climate control, and over-crowding;

And whereas the archives and study area of the Leeds and Grenville Branch of the Ontario Genealogical Society are, due to lack of appropriate space, located in the damp and cold Beecher House basement;

And whereas the current museum building will never fully meet future accessibility requirements;

And whereas the current lot size is insufficient to address expansion needs;

And whereas adjacent properties are zoned for large condominium developments, putting access and public visibility of the museum at the current site in jeopardy;

And whereas the museum building continues to experience flooding and/or water drain shut offs on a regular basis that will cost the City of Brockville millions of dollars to rectify;

And whereas the Brockville Museum Board of Management is responsible for the care and maintenance of the growing collection of the Brockville Museum as set out in by-law 022-91 — ‘to acquire, collect, and conserve artifacts and archival material which relate to the history of Brockville and environs, or which represent a lifestyle or event in Canadian history’;

And whereas the Brockville Museum Board of Management is responsible for ‘adopting policy and rules for the use of the museum and for the admission of the public thereto, and for regulating all other matters of things connected with the management thereof’ (by-law 287-89);

Be it resolved that the Brockville Museum Board of Management has deemed it necessary to relocate the Brockville Museum, its collection, exhibitions, and staff from 5 Henry Street to a new site, to be determined;

And that planning for the museum’s relocation will begin immediately.

And that the target date for the completion of the said relocation be no later than April 2, 2032 (the 200th anniversary of Brockville’s incorporation).

Moved by: P. Naylor, Seconded by: M. Lawrence. Carried by Unanimous Vote.”

7.3 Friends Report

P. Naylor reported the new Friends Board is working well together, and is keen to increase fundraising efforts. The Friends are on-board with the proposal for the Museum’s relocation.

8.0 New Business

None.

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, December 11th, 2017 at 7:00 pm in the Classroom.

10.0 Adjournment 8:48 pm