

# **Brockville Museum Board of Management**

## **Minutes of Meeting**

### **July 13, 2020**

Present: Margaret Lawrence, Paul Naylor, David Buck, Dr. John Arnott

Staff: Natalie Wood

Guests:

Chair: Chuck Quick

#### **1.0 Call to Order:** 7:00 PM via Zoom

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

Moved by: J. Arnott and Seconded by: P. Naylor that we approve the proposed agenda. Carried.

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

##### *3.1. March 9, 2020*

Moved by: P. Naylor and Seconded by: M. Lawrence that we approve the minutes as issued and discussed. Carried.

##### *3.2. June 25, 2020 Special Meeting*

Moved by: D. Buck and Seconded by: P. Naylor that we approve the minutes as issued and discussed. Carried.

#### **4.0. Business Arising from the Minutes**

None.

#### **5.0. Correspondence and Communication**

N. Wood reported that the annual CMOG grant application for \$27,000 towards the Museum's operating expenses has been approved.

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

##### *6.1. March 2020*

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

##### *6.2. June 2020*

Moved by: D. Buck and Seconded by: P. Naylor 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*

N. Wood noted that all staff have now returned, and are busy working towards the approved July 21st Museum reopening. Timed-ticketed admission is being arranged through the Brockville Arts Centre box office.

The Museum had previously been approved for two summer student positions through Young Canada Works, but it looks unlikely we can take advantage of this for this year. N. Wood is still hopeful of receiving funding for an intern position in the fall.

N. Wood noted that, in addition to the successful CMOG grant application, she had forwarded to City Hall an application for funding through the federal government's Museum Assistance Program — COVID-19 Emergency Support Fund. She is concerned that there appears to be some confusion about this funding source.

In an email to the City Manager, N. Wood raised the issue of the Certificate of Insurance for the artwork loaned for the *Painting Picnic* exhibit, which expired on June 30th.

PPE supply chain issues have been resolved, and a clear process for resupply clarified. An acrylic shield has been installed at the front desk.

*7.3. Friends Report*

None.

*7.4. 2032 Committee*

None.

**8.0. New Business**

None.

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

Monday, August 10th, 2020 at 7:00 PM via Zoom.

**6.0 Adjournment** 7:31 PM

Moved by: D. Buck and Seconded by: P. Naylor.