

BROCKVILLE MUSEUM BOARD MEETING MINUTES
April 13th, 2015

BOARD MEMBERS IN ATTENDANCE:

Dr. John Arnott, Daria Egan, Chuck Quick, Barb Healy, Paul Naylor

STAFF: Natalie Wood

GUESTS:

CHAIR: Brian Porter

CITY COUNCILLOR:

1.0 Call to Order: 7:03 pm

2.0 Additions to/Approval of Agenda:

Moved by: J. Arnott and Seconded by: D. Eagan that we approve the proposed agenda.

Carried.

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

Moved by: C. Quick and Seconded by: J. Arnott that we approve the minutes of the last meeting held 09 March 2015.

Carried.

4.0 Correspondence and Communication:

None

5.0 Amendments to/Discussion and Approval of the Staff Report:

The Curator/Director provided some guidance on the revised statistics reporting.

Moved by: J. Arnott and Seconded by: C. Quick that we approve the staff report.

Carried.

6.0 Business Arising from Minutes:
See below.

7.0 Executive Reports:

7.1 City Councilor:
None

7.2 Chairman of the Board:

The chairman remarked on the door replacement (emergency exit door 10), and indicated that he would pursue a second quote.

He hosted a tour of a group of 7 people from North Grenville. They are interested in creating a museum. They remarked that it was useful to be able to learn from our experiences.

7.3 Curator/Director:

The Curator/Director brought the Board up to date on the “water leak” in the link. Doug Moore, our handyman, has some ideas about improving the drainage and avoiding issues in the future and he will present these to the Curator/Director.

Phil Deery was to provide some feedback about the correct way to get assistance with emergency help from the City, and he was not at this meeting.

The Curator/Director provided the Board with some information about the capital budget as approved by the City, and indicated that there is some leeway in re-prioritizing these items.

The items in the budget include:

Exterior wall and window repointing (\$5K)

Repainting exterior board and batten (\$5.5K)

Flat roof repairs and modification (if necessary) over the former gift shop (\$3.5K)

Hand rail at the front entrance (accessibility issue) (\$5.5K)

Revised hardware for doors (to be further explored) (\$1K)

Repoint Stone Stairway and Windows on West Wall (\$5K)

Refinish stairs and floors in office area (\$5K)

Noted as well was the need to clean and possibly repaint the stucco wall of the addition and replace the furnace servicing the Genealogical Society space.

All of these items require clarification and discussion before implementation.

The Curator/Director provided an update with regards to exhibition development in the former St. Alban's room. The current flag display will be in place until August. For the month of August a travelling display from the Irish Consulate about Yates will be displayed, thanks to a partnership with the Irish Cultural Society. The Artistic Stitchers will display in the space in September. Starting in October, work will get started to transform the space into the permanent railway exhibit.

The Moulton WWII (Gramophone music etc.) exhibit is proceeding slowly and not all details have been sorted as yet.

8.0 New Business:

The Curator/Director provided an update on staffing over the summer. The Friends were successful in getting a Canada Summer Jobs Grant for a summer student for 8 weeks (100% covered) who will assist Alison in registering and renumbering artifacts.

Two students will be looking after the front desk on weekends from Victoria Day through to Labour Day.

A program assistant will be hired for the summer camp projects, including walking tours on Friday evenings. This will be funded by a Young Canada Works grant, which has not yet been approved.

The expenditures in our budget are at about 25% at the 4 month mark, and the 2014 Hydro bill (late in arriving) came in under expectation.

Museum Statistics: J. Arnott requested that the summary include running totals.

The Board was reminded of the upcoming Friends organized Garden Tour and the Curator/Director indicated that they were looking for volunteers to look after 2 hour shifts (on both 27 and 28 June) at the different gardens.

9.0 Date, Time, Location of Next Meeting:

The next meeting of the Board will be on Monday 11 May 2015 at 7:00 pm in the classroom.

10.0 Adjournment: 8:25 pm