

Brockville Museum Board of Management Meeting Minutes

April 8th, 2019

PRESENT: Margaret Lawrence, David Buck, Dr. John Arnott, Neil O'Brien, Haley Veronyak, Councillor Nathalie Lavergne

STAFF: Natalie Wood

GUESTS: Jeremy Hobbs

CHAIR: Chuck Quick

1.0 Call to Order: 7:02 pm in the Genealogical Society Room.

2.0 Additions to/Approval of Agenda

Moved by: D. Buck and Seconded by: N. O'Brien that we approve the proposed agenda. Carried.

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

Moved by: N. Lavergne and Seconded by: H. Veronyak that we approve the minutes of the last meeting after discussion. Carried.

4.0 Business Arising from Minutes

N. Wood reported that relative humidity in the Annex continues to be an issue. A portable humidifier was installed, but has caused greater variance in humidity levels. A new system to control relative humidity would cost \$18,000.

5.0 Correspondence and Communication

5.1 Aquatarium Delegation

The Board welcomed Jeremy Hobbs, Chair of the Aquatarium Board of Directors. Following opening remarks by Mr. Hobbs, a short discussion ensued on potential areas of cooperation between the Museum and the Aquatarium, including education programs and the broader tourism strategy.

6.0 Amendments to/Discussion and Approval of the Staff Report

N. Wood explained that some photographic negatives have been deaccessioned from the Eland Collection due to deterioration, which can affect other negatives in the collection. Other negative collections (i.e., Recorder & Times) require the same conservation work, but there are not the resources to do this.

It was noted that volunteer hours are down over last year, largely reflecting fewer hours spent on Open Drawer.

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

7.0 Executive Reports

7.1 Chairman of the Board

C. Quick commended N. Wood for her presentation to the EDRT Committee meeting on April 2nd.

7.2 Curator/Director

The Clerk's Office has informed N. Wood that Board Minutes are to be forwarded to City Hall. She has sent the minutes for January and February 2019, but informed the Clerk's Office that future minutes will be forwarded only after approval at the following month's Board meeting.

N. Wood is still awaiting word on Young Canada Works grants to fund three summer positions. In the meantime, the positions have been posted "pending funding." The Museum has also applied to receive an internship position for next year.

The Friends have applied to the Brockville and Area Community Association to fund tools and supplies for the Pop-Up Museum initiative.

Alison McMahan has tendered her resignation to take up a new position with the City of Kingston.

N. Wood will be in Toronto next week, attending the Canadian Museum Association conference.

7.3 Friends Report

The annual used book sale is underway now.

7.4 2032 Committee

The draft RFP is ready to be issued, with approval of the Board.

MOTION: "That the Museum Board of Management approve the Request For Proposals (RFP) for a Development Feasibility Study (DFS) prepared by the 2032 Committee, as presented."

Moved By: D. Buck, and Seconded By: N. O'Brien.

CARRIED.

8.0 New Business

Viktor Kaczowski will be manning the Museum booth at the Aquatarium

community market on April 13th.

9.0 Date, Time, Location of Next Meeting

The next meeting of the Board will be held on Monday, May 13th, 2019 at 7:00 pm in the Classroom.

10.0 Adjournment 8:30 pm

Moved By: N. O'Brien and Seconded By: D. Buck. Carried.