

# **Brockville Museum Board of Management Meeting Minutes**

*June 10h, 2019*

PRESENT: Margaret Lawrence, David Buck, Dr. John Arnott, Haley Veronyak

STAFF: Natalie Wood

GUESTS:

CHAIR: Chuck Quick

**1.0 Call to Order:** 7:06 pm in the Classroom.

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

Moved by: M. Lawrence and Seconded by: H. Veronyak that we approve the proposed agenda. Carried.

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

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

## **4.0 Business Arising from Minutes**

None.

## **5.0 Correspondence and Communication**

### *5.1 Greetings from the new City Manager*

The new City Manager, Janette Loveys, sent her regrets at being unable to attend the meeting, with the hope of attending a future Board meeting.

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

There was a significant increase in visitors in May, due primarily to the Travel Trunk and tattoo exhibits. Overall, visitorship is up, with the Museum on the way to achieving the Strategic Plan goal of doubling the number of visitors in the five years since 2014.

Moved by: D. Buck and Seconded by: M. Lawrence 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 provided an update on the 2032 Project Feasibility Study. Four bids were received, and the successful bidder has been identified. The application for a Canada Cultural Space Fund grant must now go to City Hall for approval by the EDRTC and Council. It is hoped the approved application can be submitted by June 14th.

N. Wood provided an update on progress for the Prudence Heward exhibit in 2020. Updated humidity readings have been sent to the institutions

which requested them. With the beginning of the air conditioning season and the turning off of the furnaces, the swings in humidity levels have been reduced.

N. Wood raised the issue of after-hours and special events, including room rentals, during the Heward exhibit (March-November 2020). It has been determined that, due to limited staff resources, all such events (including fundraising events by the Friends and the Museum itself) must be moved off-site. Potential off-site locations will be explored, and staff are looking at new (or renewed) event possibilities. The 2020 Museum@Night series has been cancelled.

### *7.3 Friends Report*

None.

### *7.4 2032 Committee*

M. Lawrence indicated that the Committee will not meet again until the autumn. Committee members will accompany N. Wood to the EDRTC and Council meetings where the Canada Cultural Spaces Fund grant application will be considered.

## **8.0 New Business**

None.

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

The next meeting of the Board will be held on Monday, July 8th, 2019 at 7:00 pm in the Classroom.

## **10.0 Adjournment** 8:43 pm

Moved By: J. Arnott and Seconded By: D. Buck. Carried.