

Minutes of the Special Meeting

July 22, 2021 at 7:00 PM via Zoom

Present: Margaret Lawrence, David Buck, Chuck Quick, Haley Veronyak
Staff: Natalie Wood
Chair: Paul Naylor

1.0 Call to Order & Land Acknowledgement. 7:01 PM

We acknowledge that the land on which we gather, exchange ideas, and share our past, present and future is the traditional territory of the Anishinaabee, Haudenosaunee and Wendat.

2.0 Review of the 2020-2025 Strategic Plan, pages 1-3 and section D

P. Naylor led a discussion of the Museum's Mission Statement, Message Statement and Vision Statement. The Museum is a "hybrid" institution, and these statements need to reflect its unique situation. H. Veronyak noted that the statements need updating to reflect what the Museum actually does. N. Wood explained that the Message Statement is for internal purposes only, and not for public dissemination. All three statements guide decision making at the Museum. It was agreed that the statements require review and updating, which will be undertaken at a later date. Section D will also require updating to improve governance and reporting structures.

3.0 Review of CMA "Roles and Responsibilities of Museum Boards of Trustees"

P. Naylor again reiterated the "hybrid" nature of the Museum's organization — the Board has a staff, but the staff is paid by the City, the Board makes decisions, but can be overruled by City Council. Policy development and recruitment of new Board members are priorities. To begin that process, P. Naylor and D. Buck will collaborate to create a "job description" for Board members-at-large, to be followed by position descriptions for Chair, Vice-chair and Recording Secretary. D. Buck suggested that the CMA description of a Board Chair is a good one, and could be incorporated into a new Museum by-law and terms-of-reference. On the question of Board liability, H. Veronyak indicated that there is no clear direction from the City on this, so insurance protection may be something the Board should investigate. To date, the Board's interaction with the community has been limited, but that will improve, as new Board members with specific skillsets are recruited, and the 2032 project progresses.

4.0 Next Steps

Work will continue on reviewing the current by-law and terms-of-reference, as well as the noted priorities of policy development and Board recruitment.

5.0 Adjournment 8:07 PM

Moved by: H. Veronyak. Carried.