

Brockville Museum Board of Management

Minutes of Special Meeting

June 25, 2020

Present: Margaret Lawrence, Paul Naylor, David Buck, Haley Veronyak, Neil O'Brien, Councillor Nathalie Lavergne

Staff: Natalie Wood

Guests: N/A

Chair: Chuck Quick

1.0 Call to Order: 6:07 PM via Zoom

2.0 Additions to/Approval of Agenda

Moved by: N. Lavergne and Seconded by: P. Naylor that we approve the proposed agenda. Carried.

3.0 Special Business: Museum Recovery Plan

3.1. City Manager Greetings

City Manager J. Loveys sent her regrets at being unable to attend the special meeting.

3.2. Questions and Discussion

C. Quick and N. Lavergne summarized a conference call held with J. Loveys two weeks earlier, in which the status of the Museum was discussed. N. Wood returned to work with a focus on preparing the Museum's Recovery Plan.

The draft Recovery Plan presented at this special meeting has the approval of the City Manager, as well as the Finance and HR Departments.

A fulsome discussion ensued, in which Board members expressed support for N. Wood's efforts, and commended her on a well-written, comprehensive draft plan. A key priority for the Board is the return of Museum staff as soon as possible. Concern was also expressed that the Board was being asked to approve the plan without having the Museum's final budget. Possible re-opening dates were discussed, with a view, in particular, to maximizing the time remaining for the *Painting Picnic* temporary exhibit.

3.3. Approval

Moved by: H. Veronyak and Seconded by: D. Buck that we approve the Museum Recovery Plan. Carried.

4.0 New Business

N. Wood presented the planning for re-opening the Museum, describing the timed and ticketed, by-appointment-only design, with one-hour time slots for parties of up to five persons. Contact tracing and PPE requirements will be in place. She sought the Board's approval to modify the Museum's hours of operation to better accommodate summer visitors, manage staff's time more efficiently, and offer the safest possible experience for staff, visitors, and, eventually, volunteers.

Moved by: M. Lawrence and Seconded by: D. Buck that we approve the change of hours of operation to Tuesday through Saturday, with the first visitor appointment at 10:00 AM and the last appointment at 3:00 PM. Carried.

5.0 Date, Time, Location of Next Meeting

Monday, July 13th, 2020 at 7:00 PM via Zoom.

6.0 Adjournment 7:23 PM

Moved by: P. Naylor and Seconded by: N. Lavergne.