Minutes of the Meeting

November 10, 2020 at 7:00 PM via Zoom

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

1.0   Call to Order 7:04 PM via Zoom

1.1   Appointment of Acting Secretary

Margaret Lawrence agreed to serve as Acting Secretary for the meeting.

2.0   Additions to/Approval of Agenda

Moved by: M. Lawrence and Seconded by: P. Naylor 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: P. Naylor that we approve the minutes of the last meeting after discussion. Carried.

4.0   Business Arising from the Minutes

None.

5.0   Correspondence and Communication

None.

6.0   Amendments to/Discussion and Approval of the Staff Report

Concern was expressed regarding a missed opportunity to apply for federal emergency grant funding, which would have almost offset the Museum's projected 2021 budget deficit. C. Quick will write to the City Manager, expressing disappointment at this oversight.

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

7.0   Executive Reports

7.1   Chairman of the Board

7.1.1   *Public Access to Board Meetings*

Discussion took place regarding access to Zoom meetings by interested members of the public. It was noted that members of the public have always had to prearrange attendance, as our meetings take place after hours, when the Museum is closed to the public. A note on public access to Board meetings will be included on the Museum website.

7.1.2   *By-law and Terms of Reference*

C. Quick, echoed by other members of the Board, expressed surprise that a draft by-law "template" had been drawn up by the City Clerk's Office in 2017and had only now been brought to

our attention. It was agreed that this draft is a good starting point for our governance discussions. C. Quick will draw up some proposals for moving forward and circulate same to Board members.

7.2   Curator/Director

7.2.1   *"Painting Picnic" Summary*

N. Wood circulated a table showing a summary of attendance and revenue from the "Painting Picnic with Prudence Heward" exhibit. The exhibit received much positive feedback, and staff are generally pleased overall. The last of the loaned artwork left the building on November 10.

7.2.2   *2021 Budget*

N. Wood presented the draft budget. She noted that most fixed costs have been maintained at 2020 levels, but with drastically reduced revenue, resulting in a budget shortfall. The new fee structure approved at the Board's last meeting was submitted to the City Finance Department on November 9.

7.2.3   *Feasibility Study*

N. Wood and P. Naylor described the site visit by Ted Silberberg of Lord Cultural Resources on October 23. The visit included a detailed tour of the Museum building (but not the off-site storage), a walk along the Brock Trail to view the Aquatarium and Tunnel, a walk along King Street from City Hall west to the Metro grocery store, and a drive to see the north end of the Tunnel and the old Philips Cables development site. Both felt the visit went very well.

The 2032 Committee members participated in a workshop with Ted Silberberg and Brad King of Lord via Zoom on October 30. The workshop was a very useful exercise in envisioning a relocated and expanded Museum.

The virtual Public Meeting (via Zoom) with the consultants is scheduled for November 25 at 7:00 PM. Registration to participate is required, with the link available on the Museum website. The Public Meeting is being advertised through social and traditional media outlets.

7.3   Friends Report

None.

7.4   2032 Committee

See 7.2.3 above.

8.0   New Business (and Ongoing Business)

8.1   Board Terms Evaluations and Next Steps

Discussion of this topic was deferred.

9.0   Date, Time, Location of Next Meeting

Thursday, December 10, 2020 at 7:00 PM via Zoom

10.0   Adjournment 8:29 PM

Moved by: D. Buck. Carried.