

A meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held May 21, 2019 at 7 p.m. at the L.R. Wilson Heritage Research Archives.

Present: Stephanie Powell Baswick, Alexander Fazzari, Pam Koudjis, Donna Abbott, Cheryl MacMillan, Claudia Brema, Margaret Tanaszi, Brian Heaslip, Bonnie Johnston, Marcia Turner, and Abbey Stansfield.

Regrets: Councillor Eric Beauregard, Terry Huffman, Jeff Piniak, Bert Murphy.

#### Minutes of Last Meeting

Moved by: Marcia Turner

Seconded by: Claudia Brema

To: Approve the corrected Minutes of the Board of Management from April 16, 2019.  
Motion Carried.

#### Business Arising From Minutes:

No Report.

#### Correspondence:

Stephanie Powell Baswick displayed the newsletters and magazines received from heritage institutions and societies.

#### Curator Report:

Stephanie Powell Baswick reported that the summer student positions had been filled. The results of which are Meghan Chamberlain as the Archives Research Assistant, Dario Smagata- Bryan as the Curatorial Research Assistant, Quintin Keddy as the Heritage Tourism Officer, Spencer Alder as the digitization assistant, and Vittoria Secca and Hannah Charuk as Tea Room Assistants.

Stephanie also reported that the museum is participating in the MONA (Museums of Niagara Association) photo project at the Walker Cancer Centre. This partnership has each participating museum submitting 4-6 photos to display in the waiting room of the Walker Cancer Centre for the patients and family to enjoy. The photos will be rotated on a weekly basis so that there is one new photo on display every week of the year.

#### Auxiliary Report:

Bonnie Johnston reported that the Auxiliary was very pleased with the way that the new cedar shingled roof looks. Bonnie also reported that the sink from the upstairs bathroom of the Tea Room has been restored and reinstalled.

The Auxiliary ladies have been working hard to clean the Tea Room for the Pie Social.

24 batches of biscuit mix have been prepared to have on hand for the beginning of the Tea Room season. Volunteers are still being sought for the Tea Room.

#### Program Committee Report:

Cheryl MacMillan thanked everyone for their Board Member's contribution Member's Reception. The event went well and successfully began another museum season.

Cheryl read a list of requested board participation for Arabella's Pie Social from Assistant Curator, Michelle Mason.

The next Program Committee meeting will be held in June.

#### Fundraising Committee Report:

Donna Abbott reported that members of the committee would be setting up by cleaning, organizing, and pricing items for Towpath Treasures Thursday and Friday. The committee will run Towpath during the Pie Social and then will clean up afterwards.

It was reported that Lower Lakes Towing will not be providing a Laker Trip for the Museum this year. In corresponding with them it was discovered that there are still four trips that have not been used from previous years' auctions. Instead it is their intention to get all of the trips used by the end year and they have generously sponsored Canal Days instead for \$5,000.

#### Building and Property Committee Report:

Brian Heaslip reported that a group of volunteers is getting ready to start weekly maintenance. Included in their work list is the fence around the garden and building new doors for the Blacksmith's Shop.

The new security cameras are in and in the process of having the technology portion installed.

#### Finance Committee Report:

Stephanie Powell Baswick reported that the museum is doing well with spending funds on projects. She has requested and is still waiting for a summary of all former reserve accounts. When those figures come in, she has projects in mind to finish off those accounts that correspond with their function.

Stephanie also reported that the roof on the Tea Room is going to cost more than originally quoted because of repairs required. She has asked the roofing company to keep a log of the costs and send that to her for approval prior to doing the work.

#### Membership Committee Report

Bonnie Johnston reported that Museum members for 2019 are made up of 106 people. Museum members have donated \$878 on top of membership fees and the Museum has 7 new Life Patrons.

Accession Committee Report:

The next accession committee meeting will be held June 24, 2019 at 6:30 PM.

Policy Report:

No Report

New Business:

Marcia Turner reported that Bell Marine has donated \$1,000 to sponsor Canal Days t-shirts.

Motion to Adjourn: Alexander Fazzari