

A meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held July 16 at 7 p.m. at the L.R. Wilson Heritage Research Archives.

Present: Stephanie Powell Baswick, Pam Koudjis, Cheryl MacMillan, Claudia Brema, Margaret Tanaszi, Brian Heaslip, Terry Huffman, Jeff Piniak, Marcia Turner, Donna Abbott and Abbey Stansfield

Regrets: Councillor Eric Beauregard, Alexander Fazzari, Bonnie Johnston, Bert Murphy

Minutes of Last Meeting

Moved by: Claudia Brema

Seconded by: Cheryl MacMillan

To: Approve the Minutes of the Board of Management from June 18, 2019.

Motion Carried.

Business Arising From Minutes:

Stephanie reported on behalf of Councillor Beauregard on the issue of his desire is to see the Museum Board strike up a Heritage Advisory subcommittee. The roles and limitations of a subcommittee of this nature were discussed and the result was that the Board Chair, Terry Huffman, requested staff get more direction from council before any committees are struck.

Correspondence:

Stephanie Powell Baswick reported that the Museum had received correspondence from the BIA asking if the museum would like to participate in their Harvest Festival. The Harvest Festival was not on the list of activities that was approved by the board for 2019 for staff hours so the museum will be unable to participate, however, it is there for consideration for next year.

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

Curator Report:

Stephanie Powell Baswick reported that the museum is very busy now with lots of tours being provided by staff.

All the summer students are diligently working away on their projects and representing the Museum well.

Stephanie also reported that the Museum's Community Museum Operating Grant application has been submitted. Every year new Museum Standards are evaluated for the grant and this year the Standard being evaluated is strategic planning, since this was completed last year by the Board no further work was required by staff.

Stephanie reported that she had received confirmation from office of the Ontario Honour and Awards Secretariat that they have received our nominees and that the ceremony will take place in the fall.

Auxiliary Report:

Cheryl MacMillan reported that the Auxiliary had submitted a grant application to go towards the upkeep of the Tearoom. The Auxiliary wanted to say they love the new roof on the Tearoom.

The Tearoom has been very busy this season and the students have been working out well.

Program Committee Report:

Cheryl MacMillan reported that there are many tours currently run both onsite and off. Between the Urban History Walking Tours and the Solid Comfort Exhibit and Heritage Village Tours there have been specialized group tours run as well. The tours have been very well received and many are returning for other museum tours and events.

Fundraising Committee Report:

Donna Abbott reported that the Canal Days T-shirts are selling well. To date 89 have been sold in the gift shop, 31 at Market and 41 T-shirts from previous years.

Building and Property Committee Report:

Brian Heaslip reported that the group of volunteers has been working on creating new doors for the Blacksmith Shop. One thing to note is that the group is seeking out old barn boards to use as the museum currently doesn't have any.

Finance Committee Report:

No Report.

Membership Committee Report

Cheryl MacMillan reported on behalf of Bonnie Johnston that for 2019 the museum has 136 members, 9 new Life Patrons and received donations of \$890 above membership dues.

Accession Committee Report:

The committee met and reviewed many different items that were offered for donations over the last quarter.

Next accession committee meeting will be October 7, 2019 at 6:30 PM

Policy Report:

No Report.

Marketing and Site Promotion Report:

Brian Heaslip reported that the committee met and identified that a new Museum Brochure was needed along with street signs, the signage of the entire site and signage of the trees. The group will meet again in August.

New Business:

Stephanie Powell Baswick reported that Lower Lakes Towing will be coming to Canal Days to set up an

Motion to Adjourn: Claudia Brema