

A meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held January 21, 2020 at 7 p.m. at the L.R. Wilson Heritage Research Archives.

Present: Stephanie Powell Baswick, Bert Murphy, Councillor Eric Beauregard, Alexander Fazzari, Donna Abbott, Pam Koudjis, Claudia Brema, Margaret Tanaszi, Brian Heaslip, Terry Huffman, Jeff Piniak, Cheryl MacMillan, Bonnie Johnston and Abbey Stansfield

Regrets: Marcia Turner

#### Minutes of Last Meeting

Moved by: Eric Beauregard

Seconded by: Cheryl MacMillan

To: Approve the Minutes of the Board of Management from November 19, 2019 as corrected.  
Motion Carried.

#### Business Arising From Minutes:

No Report.

#### Correspondence:

Stephanie Powell Baswick displayed the Christmas Cards that the Board received along with the newsletters received from other heritage and marine associations and societies.

#### Curator Report:

Stephanie Powell Baswick took the opportunity to thank the board and staff for their help with the Grand Old Christmas Festival. She explained that due to the poor weather that the attendance was down significantly but that Festival was still able to proceed in a more limited capacity. The Grand Old Festival report will be presented at the February board meeting.

Stephanie explained the procedure of board appointments for City of Port Colborne and explained that two seats to the Museum Board were awaiting council appointment as a result it was suggested that the AGM be held in February after all board positions have been appointed. Stephanie also explained the procedural policy for the Museum Board, the executive positions, and associate memberships. There was also a suggestion put forward that the Heritage Committee form a formal subcommittee at the AGM.

#### Auxiliary Report:

Bonnie Johnston reported that despite the weather 85 people came to the tearoom during the Christmas Festival with many more attending during the week that followed. The tearoom was completely out of pudding by the following Saturday.

Bonnie also read a thank you card from the Port Colborne branch of Meals on Wheels, for their donation of a teacup and Arabella's Gift Certificate to a fundraising silent auction.

#### Programme Committee Report:

Cheryl MacMillan reported that the committee had met with the Assistant Curator, Michelle Mason, to discuss the 2020 exhibit. The proposed theme for the main exhibit is celebrating 150 years of the Village of Port Colborne. The other exhibit would be focused on Judge Helen Kinnear to celebrate 100 years since she was called to the bar.

Cheryl also thanked the board members for their contribution to the Christmas Volunteer Appreciation and spoke on what a success the evening had been.

#### Fundraising Committee Report:

No Report.

#### Building and Property Committee Report:

Brian Heaslip reported that the volunteer group has finished working on the second floor storage room at the Tearoom and are now moving their attentions to the stairwell area.

#### Finance Committee Report:

Stephanie Powell Baswick reported that the corporate donor drive went well and that the museum had raised \$9,716.00 for the 2019 campaign which was almost \$1,000 more than was raised in 2018. The museum is now accepting online donations for both memorial and general accounts. Currently this is being done through Canada Helps.org. The use of Canada Helps enabled the museum to receive a bequest that is usually more difficult to navigate, however, the feedback from users is that they would like all monies donated to go towards the museum rather than any third party fees. It is this feedback that has prompted Stephanie to request a new system for online donations directly on the new website the city is getting.

The museum now is able to accept monthly donations directly taken from donors this initiative was spearheaded by Claudia Brema.

#### Membership Committee Report

Bonnie Johnston reported that the new membership fees and rates had increased as of January 1, 2020. Assistant Curator, Michelle Mason was able to redesign the new membership cards reflecting the new prices.

Bonnie reported that for 2020 to date the museum has 12 members and 2 new life patrons.

#### Accession Committee Report:

Terry Huffman reported that the accession committee met on January 20, 2020. Items that were accepted included, Lockview Secondary School yearbooks, silver spoons engraved with 'B. Graybiel,' a Catholic talisman carried during WWII and a post card from the Government Grain Elevator.

The Next Committee Meeting will be March 9, 2020 at 6:00 PM.

#### Policy Report:

No Report.

Marketing and Site Promotion Report:

A committee meeting will take place February 4, 2019.

New Business:

Terry Huffman reported that Bob Saracino has been in touch with him and would like to attend a board meeting to speak to the board.

Stephanie Powell Baswick reported that Assistant Curator, Michelle Mason, has reached out to other departments to try and share resources on a potential Canal Days band.

Motion to Adjourn: Cheryl MacMillian.