

A meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held July 20, 2021 at 7 p.m. at the L.R.Wilson Heritage Research Archives and over Microsoft Teams.

Present at Archives: Abbey Stansfield, Jeff Piniak and Brian Heaslip.
Present via Microsoft Teams: Stephanie Powell Baswick, Terry Huffman, Bonnie Johnston, John Maloney, Claudia Brema, Cheryl MacMillan, Bina Patel. Councillor Eric Beauregard, Arlene Lessard,

Regrets: Pam Koudjis, Margaret Tanaszi

Minutes:

Moved by: Claudia Brema

Seconded by: Cheryl MacMillan

To: Approve the minutes of the Board of Management from June 15, 2021

Motion carried.

Business Arising:

No report

Correspondence:

The Education Programmer, Abbey Stansfield reported that virtual tours of the Heritage Village have launched running Thursdays and Saturdays at 2 pm. The first group had been surveyed and the feedback was very positive with 100% people enjoying the tour.

Archivist, Michelle Vosburgh, has received many thank you notes for helping with research which will be included with the next board package.

Council Report:

No report

Auxiliary Report:

Cheryl MacMillan reported that as Auxiliary president she has spent the last few weeks making phone calls to Auxiliary members to see how they are doing.

Friends of Roselawn Report:

Arlene Lessard reported that the Friends of Roselawn's latest newsletter has been released and is available to others.

There will be a meeting of the Friends of Roselawn in either August or September.

Inquiries have been made asking when Roselawn will be opening for rentals and events.

Finance Report:
No report

Director's Report:

Stephanie Powell Baswick reported that Museum Receptionist Sherry Spark has decided to retire. She wishes to express to the board that she enjoyed her time here as both a volunteer and then staff member and working with all the volunteers and staff over the last 20 years.

Stephanie also reported that Sloane McDowell has accepted a position as the Archives student on the Young Canada Works in Heritage grant funded by Canadian Council of Archives. She will be working with the Florence Neff Young collection and assisting with the planning department student on the heritage registry.

Stephanie reported that the "Digging for Roots" project reception will be on July 31 at 1:00 PM and 6:00 PM. Niagara Symphony Orchestra will be playing during these times. The display will be available for the public to view July 31 and Aug 1, 10 am to 10pm. After the event the pots will be disbursed around the community, if you have anywhere you think the pot should be placed reach out to museum staff.

Stephanie reported that the virtual Sea Shanties have been recorded and submitted to staff and will be posted on the Museum YouTube channel on the Civic Holiday weekend. Jungbunzlauer Canada is a sponsor of the Sea Shanty project.

Stephanie reported that the museum has applied for a \$10 000 grant from the Senior Community Grant Program to be used between Sept 2021 to March 2022. The project plan is to create a procedure and implement training for seniors to re-enter volunteer positions at the museum.

Stephanie reported that she has met with The Friends of Roselawn Centre, and they are eager to work with us. She also reported that the Board is to tour Roselawn when things open again.

Stephanie reported that the Library is providing training for Staff and board members from First Nation University. The training is about the Seasons of Reconciliation.

The 2022 Museum Operating Budget is going to be done next month. Stephanie will be consulting with Finance Chair, Terry Huffman, as a representation for the board on the budget as it is due before the next board meeting.

Membership Committee Report:

Claudia Brema reported that the statistics had remained the same over the last month as it is later in the season. There is going to be a membership table at the Diversity Garden event.

Building and Property Committee Report:

Brian Heaslip reported that the west wall on Arabella's the paint is peeling.

There was an attempted break into the caretaker's garage and the door looks like there has been some damage.

The gardens look great thanks to all the work of the volunteers and students.

Stephanie reported that the tree's will be labelled as part of the ecotourism student's project.

There have been people misusing the grounds and there has been a suggestion that patrolling after hours may be our next option.

Marketing and Site Promotion Report:

No report.

Programme Committee Report:

The Digging for Roots project launch will be Civic holiday weekend. The Saturday will have music at 1PM and 6PM. The board will be invited to the 6:00PM performance.

Sea Shanty will be released on YouTube on Canal days weekends.

Fundraising Committee Report:

A new artist has donated three pieces of art for fundraising.

The propeller t-shirt will be something we could consider as a fundraiser in the future.

Policy Report:

Committee will be meet offer suggestions and feedback for Education and Interpretation Policy when we can meet in person.

Accession Committee Report:

No report

Heritage Committee:

A student from museum to work with city planning student to get heritage registry completed.

New Business:

The Museum is now open 12 pm -4 pm daily with Book A Safe Service in place. There is potential to look at September to completely opening with screening and masking in place.

Motion to Adjourn: Terry Huffman