

A meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held November 19, 2019 at 7 p.m. at the L.R. Wilson Heritage Research Archives.

Present: Stephanie Powell Baswick, Bert Murphy, Councillor Eric Beauregard, Claudia Brema, Margaret Tanaszi, Brian Heaslip, Terry Huffman, Jeff Piniak, Bonnie Johnston, David Schulz and Abbey Stansfield

Regrets: Alexander Fazzari, Donna Abbott, Pam Koudjis, Marcia Turner and Cheryl MacMillan

Heritage Committee:

David Schulz introduced two items that are currently on the heritage list that the owner would like removed for demolition purposes.

Moved by: Eric Beauregard

Seconded by: Brian Heaslip

To: Approve staff recommendation for Report # 2019-183-700 Elm Street
Motion Carried.

Moved by: Eric Beauregard

Seconded by: Bonnie Johnston

To: Approve staff recommendation for Report # 2019-184-692 Elm Street
Motion Carried.

Minutes of Last Meeting

Moved by: Margaret Tanaszi

Seconded by: Claudia Brema

To: Approve the Minutes of the Board of Management from October 15, 2019.
Motion Carried.

Business Arising From Minutes:

No Report.

Correspondence:

Stephanie Powell Baswick displayed the newsletters received from other heritage and marine associations and societies.

She also read a letter from Thomas Pekar offering to volunteer his services and his 1891 Morrison Electric Vehicle for Carriage rides during Canal Days.

Curator Report:

Stephanie reported on the Volunteer Service Awards which is a provincially run program to honour the citizens that volunteer across the province. Bonnie Johnston was recognized for her 40 years of volunteering at the museum.

Stephanie also reported that the Tennessee Avenue tour were very successful and that staff will look into running them again next year, despite the exhibit not being in place, as there were people who expressed interest but were unable to get on this year's tours.

Auxiliary Report:

Bonnie Johnston reported that 385 puddings had been made up and were ready to go. This year the puddings are being packaged in paper bags in an attempt to make them more environmentally friendly. Wrap day for the puddings is November 29 and then Marie Wills and her team will be making the sauce. The cost for the pudding and sauce together is \$10 and to enjoy pudding at the tearoom it is \$5/ person.

Program Committee Report:

Stephanie Powell Baswick reported on behalf of Cheryl MacMillan 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.

Moved by: Margaret Tanaszi

Seconded by: Eric Beauregard

To: Approve the proposed exhibit themes for the 2020 season.

Motion Carried.

Stephanie also handed out Christmas festival posters for people to place around the community and handed out the proposed Christmas Festival volunteer schedule to the board.

Cheryl MacMillan will be phoning the board members prior to the Christmas Volunteer Appreciation to coordinate the food being brought.

Fundraising Committee Report:

Stephanie Powell Baswick reported on behalf of Donna Abbott that the committee has collected \$950 in donations to go towards the activities at the Christmas Festival. Stephanie explained that this is why the Christmas Festival is our best fundraising event as the Museum fundraises a large portion of the cost to run the event. Therefore, all the donations received at the festival can go directly towards the museum.

Building and Property Committee Report:

Brian Heaslip reported that the volunteer group has finished repairing the second floor of the School house and that they have moved on to working on the second floor storage room at the Tearoom.

Finance Committee Report:

Stephanie Powell Baswick reported that the corporate donor drive is going well and that the museum is going to meet its fundraising goal for this year. The museum is now accepting

online donations for both memorial and general accounts. Currently this is being done through Canada Helps.org. The feedback from users has prompted Stephanie to request a new system for online donations directly on the new website the city is getting.

Currently Peter Sense is filling in as the City Treasurer position is vacant. When Stephanie met with Peter it was advised that if a goal of the strategic plan was to have a staff person at the archives full time that this request should be put in the budget for 2020.

Moved by: Brian Heaslip

Seconded by: Eric Beauregard

To: Amend the 2020 budget requests to include an increase in hours for the Archivist to full time with benefits.

Motion Carried.

Membership Committee Report

Bonnie Johnston reported that the new membership fees and rates will increase as of January 2020. Bonnie suggested using this opportunity to market museum memberships as Christmas presents.

Accession Committee Report:

Terry Huffman reported that the accession committee meeting has been moved to January 2020.

Policy Report:

No Report.

Marketing and Site Promotion Report:

A committee meeting was held and they developed the wording for the plaques and the site plan map. It was decided to have this project done with 2019 funds rather than wait until 2020.

New Business:

Stephanie Powell Baswick reported that she would be going to CHCH morning show with the printing press to promote the Christmas Festival.

The board decided to refer the Canal Days Festival carriage ride proposal by Thomas Pekar to the program committee to review.

Motion to Adjourn: Brian Heaslip