



A meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held September 21, 2021 at 7 p.m. over Microsoft Teams.

Present via Microsoft Teams: Stephanie Powell Baswick, Pam Koudjis, Bonnie Johnston, John Maloney, Claudia Brema, Cheryl MacMillan, Bina Patel, Councillor Eric Beauregard, Bert Murphy, Arlene Lessard.

Present at the L.R. Wilson Heritage Archives: Abbey Stansfield, Terry Huffman

Regrets: Brian Heaslip, Jeff Piniak, Margaret Tanaszi

Minutes:

Moved by: Cheryl MacMillan

Seconded by: Bonnie Johnston

To: Approve the minutes of the Board of Management from July 20, 2021.

Motion carried.

Business Arising: No report

Correspondence:

Abbey Stansfield read a thank you note that was sent from the Oakville Optimist Club for a virtual programming they had received on shipwrecks of the great lakes.

Council Report:

Councillor Beauregard reported that they are going through the capital budget. He noted that the Museum capital budget wasn't selected to be reviewed and he doesn't expect it will.

Auxiliary Report:

Bonnie Johnston reported that there was a health inspector visit and that everything passed that is currently applicable. Since the tearoom isn't currently open not everything was required.

Friends of Roselawn Report:

Arlene Lessard reported that the Friends of Roselawn had met in August and discussed several upcoming initiatives. The group wants to create a strategic plan in the upcoming months as one of their initiatives.

Arlene also reported that the Friends of Roselawn website has been updated to include the Digging for Roots project and past Friends of Roselawn newsletters. By providing the newsletters the history of Roselawn is becoming more accessible.



Finance Report:

Stephanie Powell Baswick reported that council has been looking at budget which is positive as it allows for 2022 planning and efficient allocation of resources. Stephanie reported that the capital figures are directly based on the 5-year plan. Mason Thomas provided direction on what the capital building requirements should be. The operating budget was based on the 2019 instead of pandemic budgeting.

Moved by: Eric Beauregard

Seconded by: Bert Murphy

To: Approve the minutes of the proposed 2022 Museum capital and operating budgets

Motion carried.

Curator Report:

Stephanie Powell Baswick reported that we were successful in hiring Meghan Chamberlain for two part time positions. She has been awarded the position of Archives Assistant a position shared by Kyla and as the Weekend receptionist and gift shop purchaser.

Stephanie reported that the museum will be open on September 30 for visiting. Two staff members that had participated in truth and reconciliation training will be working and willing to converse with the public on where to find resources on the subject to enhance their knowledge on the subject.

Stephanie reported that the Education Programmer, Abbey Stansfield, is currently working on a new youth based membership programming initiative called History Chasers.

The museum is applying for funding on a new grant for reopening museums post COVID.

The corporate donor campaign is ready to be launched. More and more people are requesting research and so new this year is the ability to become an Archives Advocate. Similar to a museum life patron with the exception that the money goes to the archives.

Jeff Dwor has been kind enough to donate resources to be used for research at the Archives.

Membership Committee Report:

Claudia Brema reported that for 2021 the museum had 316 members and 10 new life patron memberships. The idea for sponsorship was well received in the community and was applauded.



Port Colborne Historical & Marine
MUSEUM
...more than a museum!

Building and Property Committee Report:

Jeff Piniak expressed concern that the sidewalk is cracking near the museum which he fears will lead to foundation problems. Stephanie has notified the city that the sidewalk should be assessed and repaired.

Marketing and Site Promotion Report:

Hanna Skala was able to prepare a mockup of the grounds map for the committee to look at and approve.

Programme Committee Report:

No Report.

Fundraising Committee Report

No Report.

Policy Report:

No Report.

Accession Committee Report:

Terry Huffman requested a discussion on whether the moratorium should be lifted and the museum begin meeting to consider donation offers.

Moved by: Terry Huffman

Seconded by: Claudia Brema

To: Lift the moratorium and begin to assess donation offerings provided the COVID policies allow.

Motion carried.

Heritage Committee:

The committee. Has met twice once to review a request to change the windows in a heritage building. The committee approved the recommendation because the windows weren't original to begin with.

They met a second time to review the list and began the process for removing buildings that don't belong on the list.

New Business:

Stephanie reported that the board renewals and appointments for 2022 were currently underway and were waiting for council approval.

Stephanie also reported that the Sea Shanties to mark canal days were well received.

Motion to Adjourn: Cheryl MacMillan