



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

The meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held April 20, 2022, at 7:00 p.m. in the L.R. Wilson Heritage Research Archives Hall.

Present: Brian Heaslip, Jeff Piniak, Margaret Tanaszi, John Maloney, Cheryl MacMillan, Terry Huffman, Bert Murphy, Councillor Eric Beauregard, Stephanie Powell Baswick, Michelle Mason, Meghan Chamberlain

Regrets: Claudia Brema, Arlene Lessard, Bonnie Johnston, Gary Hoyle

Minutes:

Moved by: Cheryl MacMillan

Seconded by: John Maloney

To: Approve the minutes of the Board of Management from March 15, 2022.

Business Arising:

No report.

Correspondence:

Newsletters from the Canadian Canal Society, Canadian Museum Association, and Ontario Museum Association have been received and are available to read in the L.R. Wilson Heritage Research Archives.

Council Report:

Councillor Eric Beauregard reports that the City will be moving forward with plans for Canal Days.



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Curator's Report:

Michelle Mason reported that the Museum now has a full team of staff. Sloane McDowell has been hired as the Public Programmer and has started on April 4th in the role.

Michelle also reported that May is museum month and to celebrate there will be an interactive "Create your own Exhibit" project on the Museum's Instagram. The exhibit will be unveiled on International Museum Day May 18th in the Gallery.

Michelle concluded her report by informing the Board that the Member's Reception invitations have been mailed.

Auxiliary Report:

Cheryl MacMillan reported on behalf of Bonnie Johnston that there have been two meetings of the Executive Auxilliary and that a Auxiliary General Meeting is scheduled for April 25th at 2:00pm in the Archives. This will be an opportunity for the Executives to present their ideas for re-opening to the Auxiliary members.

Cheryl also reported that Arabella's Pie Social is confirmed to happen on May 29th between 12:00-4:00 pm. The event will be by reservation only.

Friends of Roselawn Report:

Stephanie Powell Baswick reports that representative Arlene Lessard sends her regrets but has provided a brief report to share to the board.

The FORC has launched its newsletter and all board members are eligible to receive a copy. Also, there will be a general meeting for members on June 3rd, the time and place will be determined soon.

The FORC will be participating in celebrating International Museum Day on May 18th alongside the Museum. Bill Thomas will be donating his manuscripts to the Roselawn Centre and they will be thanking him for his donation.



June 24th will be the FORC members reception and June 25th will be the public debut of the Chris de Laat and Josh Vail exhibit.

Finance Committee:

Terry Huffman reported that the 2021 financial report will be presented on May 17th at the general meeting.

Membership Committee:

Michelle Mason reported on behalf of Claudia Brema that the Bell Marine membership sponsorship has come in. There have been 97 returned membership cards thus far, with a total of \$1660.00 in donations.

Building & Property Committee Report:

Brian Heaslip reported that the committee will be scheduling a walk through of the Museum's property once the weather improves.

Programme Committee Report:

John Maloney reports that the programme committee met on April 5th to discuss upcoming programmes planned for spring and summer.

John reports that the members reception will take place on May 1st from 2:00-4:00pm on the Museum grounds. An invitation has been mailed out in the recent newsletter.

The Pie Social and Historical Village Fair is scheduled for May 29th between 12:00-4:00 pm. Confirmed activities for the grounds include: a piano player, croquet, a historical slideshow, antique power (weather permitting), a plant sale, and blacksmith demonstration. There will be no Towpath Treasures this year.

John also reports that Terry Huffman will be assembling a team to transport the Neff Steam Buggy replica to the Touch a Truck event on May 19th from 4:00-8:00pm.



Fundraising Report:

Michelle Mason reports on behalf of Claudia Brema that the committee is still looking for Canal Days admissions sponsors.

Michelle also reported that the donation from Bell Marine for the Canal Days T-shirts has been received.

Policy Report:

No Report.

Accession Committee Report:

Terry Huffman reported that the Accession Committee met on March 17, 2022 and has accepted a number of artifacts relating to Port Colborne's history from approximately ten donors.

Terry also reported that a prospective donation of a loom from the committees meeting on October 25th has been accepted to by another museum.

Heritage Committee Report:

Councillor Eric Beaugard inquires the status of the heritage house registry project.

Stephanie Powell Baswick updates the board that an updated job description of the Archivist position has been submitted to Human Resources, but that it might also be a good idea to investigate positions within the planning department to progress this project.

Cheryl MacMillan proposes to move the Heritage Committee meeting report into the section of 'New Business' until the matter is settled.



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Director's Report:

Stephanie Powell Baswick reported that she had met with CAO Scott Luey about the May 4th Strategic Plan meeting. A survey has been created and sent to board members, staff, and the public.

Stephanie also asks the Board to consider which location/platform they would prefer the strategic plan meeting to take place.

The board seeks clarification whether the strategic plan will encompass the Roselawn centre as well. Stephanie clarifies that this planning session will determine what we do at all museum domains, including Roselawn.

Stephanie concludes by reporting that museum staff have begun alternating shifts at the Roselawn centre, and at least two staff will be present at the location everyday.

New Business:

Terry Huffman proposes to the Board to approve of a Roselawn Task Committee/Group who would complete jobs that help to rebuild and restore the Roselawn Centre.

Brian Heaslip suggests checking that members of this proposed committee would be covered under the museum's volunteer insurance.

Cheryl MacMillan suggests that a system be created to track how much time each member of this committee volunteers, so that they can be adequately rewarded.

Terry Huffman proposes that the activities may fall under the Building & Property Committee.

The board is interested in the proposal, but no official motion is made at this time.

Stephanie Powell Baswick proposes that the Strategic Plan meeting be held at 10:00 am on May 4th in the L.R. Wilson Heritage Archives with the windows open. Stephanie will send an official invitation for the meeting.

Motion to adjourn by Cheryl MacMillan.