



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 September 20, 2022, at 7:00 p.m. in the L.R. Wilson Heritage Research Archives.

Present: Bonnie Schneider, Arlene Lessard, Bonnie Johnston, Brian Heaslip, John Maloney, Claudia Brema, Terry Huffman, Cheryl MacMillan, Jeff Piniak, Gary Hoyle, Stephanie Powell Baswick, Michelle Mason, Tami Nail, Meghan Chamberlain

Regrets: Councillor Eric Beauregard, Margaret Tanaszi

Minutes:

Moved By: Gary Hoyle

Seconded By: Arlene Lessard

To: Approve the minutes of the Board of Management from July 19, 2022.

Business Arising:

Brian Heaslip reported that a letter was sent on behalf of the Board of Management to Peter Cherwonogrodzky, in response to his letter of suggestions. Brian read aloud the official response to those present. Cheryl MacMillan also reported the Auxiliary has sent a response as well.

Correspondence:

Meghan Chamberlain reported four separate pieces of correspondence received since the July 19, 2022, meeting. The first was received from Chris Williams who inquired if the sailor hats from the Museum gift shop will be available online. Mr. Williams also congratulated the Museum on a wonderful return to Canal Days.

The second piece of correspondence was received from HMS Psyche, who thanked Assistant Curator Tami Nail for their participation in Canal Days and stated their interest in returning next year.



The third item of correspondence was received from Cheryl and Jim Brown who thanked Museum staff for a great Canal Days experience and wish to volunteer again next year.

The fourth piece of correspondence was from Katie Cameron who congratulated the Museum on a successful Canal Days filled with fun educational spaces for all ages. Mrs. Cameron would also be interested in volunteering for future events.

Council Report:

No report.

Curator's Report:

The Curator's report began with a Canal Days report presented by Assistant Curator Tami Nail. Tami reported on the revenue and expenses of the 2022 Canal Days festival followed by what worked well this year and what did not work well. Tami also supplied the Board of Management with an outline of possible improvements that can be made in the following years.

Michelle Mason reported that Katelynn Best has been hired as Registrar. Also, summer student Darius Maddalena has created an online exhibit for the Lighthouses of Port Colborne, which can now be accessed through the Exhibits portal the Museum website. Additionally, two display cases that once belonged to Mahaffey's Drug Store are now in the Roselawn Centre to be used in exhibitions.

Furthermore, Michelle reported on behalf of Archivist Michelle Vosburgh that several new finding aids have been created by volunteers. The Urban History Walking Tours were well attended, with an overall 56 participants over the span of 10 tours. There was a special Humberstone Club tour presented to residents of Tennessee Avenue that had 35 attendees. A new Speaker Series schedule has been published for the Fall as well as limited dates for Cemetery Tours in October. Lastly, a newsletter has been sent to Archives Advocates.



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Auxiliary Report:

Bonnie Johnston reported that attendance had improved from the beginning of the year. Recently there was an auxiliary meeting, in which the topic of better signage for Arabella's Tearoom was discussed. Bonnie presented Brian Heaslip of the Building and Property Committee with a suggestion page of new signage. Other suggestions came from Cheryl MacMillan who recommended moving current signage to the east facing exterior wall. Lastly, Bonnie reported two chairs in need of repairs.

Friends of Roselawn Centre Report:

Arlene Lessard reported that the Lens & Palette exhibit over the summer was successful and had great attendance. Additionally, the 'Through the Windowpane' outdoor exhibit was well received.

Arlene also reported that 'Stitches in Time' will be debuting September 28, 2022, at the Roselawn Centre and the Christmas Maker Market will return for November 19, 2022.

Finance Committee:

Terry Huffman reported that an official announcement will be made soon pertaining to the Francophone Community Grant Program 22-23 Community and Culture Stream. This grant will allow for the hiring of personnel to document the oral history of local Francophone community, showcase findings in a film festival, and create a pop up exhibit.

Membership Committee:

Claudia Brema reported that there are 8 new members since the September 20, 2022, meeting.

Building and Property Committee:



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Brian Heaslip updated the Board that the following projects are underway: Arabella's Tea Room is in the process of being painted, Hochelaga repairs are set to begin in late September/October, volunteers from the committee have completed temporary repairs on fences and around the property.

Brian also suggested that major repairs are needed to the siding of Arabella's Tea Room to prevent further damage.

Lastly, a new popcorn machine is needed for the next Canal Days. The committee has sourced a new machine that matches the historic aesthetic of the previous model. The purchasing of the machine will be discussed closer to the next event.

Programme Committee:

John Maloney reported on the success of Canal Days and alerted the Board that the Museum will be present at the Harvest Festival on September 24, 2022.

John also reported on behalf of Public Programmer Sloane McDowell, that the Hands on Heritage Traditional Workshop series went very well. There were 6 workshops in total with 60 participants of all ages. Also, there are now 5 school programs available for schools to book. Lastly, adult programming and workshops are in the process of being completed and marketed.

Fundraising Committee:

Claudia Brema began her report by thanking everyone for their help with the recent Canal Days t-shirt fundraiser.

Terry Huffman approached the Board of Management with an idea for a new fundraising event to take place at the Roselawn Centre. The event would be a concert series on the lawn of Roselawn featuring local talent. Terry requested permission to explore the details of this idea further to which the Board supported.



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Policy Committee:

No report.

Accession Committee:

Terry Huffman reported that the committee is currently collecting items for the next meeting.

Heritage Committee:

No report.

Director's Report:

Stephanie Powell Baswick reported that consultants have been hired from the City of Port Colborne to find efficiencies within the Department of Museum and Culture, as well as the Library.

Stephanie also reported that new financial structures have been created for the Roselawn Centre, including online portals for payments.

New Business:

Brian Heaslip approached the Board with a new partnership opportunity with the Optimist Club. The partnership would allow the Optimist Club to have access to the Roselawn Centre for annual Christmas dinners, dinner shows, programming, and other activities with fees covered. Brian read aloud the direct request, then suggested that he attend the upcoming Optimist Club meeting and propose that if fundraisers will be held at the Roselawn Centre then fees can be re-cupped.



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Brian Heaslip motions to have a one-time trial collaboration with the Optimist Club.

Terry Huffman seconds this motion.

Motion carried by all.

Brian Heaslip will propose this trial with the Optimist Club and report back to the board of management with the results.

Cheryl MacMillan motions to adjourn.