



The Annual General Meeting of the Board of Management of the Port Colborne Historical and Marine Museum was held January 17, 2023, at 7:00 p.m. in the L.R. Wilson Heritage Research Archives Hall.

Present: Terry Huffman, Claudia Brema, John Maloney, Brian Heaslip, Bonnie Schneider, Arlene Lessard, Luke Brazeau, Cheryl MacMillan, Gary Hoyle, Councillor Eric Beauregard, Stephanie Powell Baswick, Michelle Mason, Katelynn Best, Meghan Chamberlain

Regrets: Bert Murphy, Jeff Piniak, Margaret Tanaszi

In accordance with the Museum Board's Procedural Policy, Terry Huffman led the nominations and elections for the Executive and Committee Chairs. Positions were voted on by a show of hands. The outcome of the election is as follows:

Executive:

Chair – Terry Huffman

Vice Chair – Arlene Lessard

Finance Chair – Bonnie Schneider

Secretary – Vacant

Committee Chair:

Membership – Claudia Brema

Building & Property – Brian Heaslip

Accession – Terry Huffman

Program – John Maloney

Fundraising – Claudia Brema

Policy – Cheryl MacMillan

Heritage – Councillor Eric Beauregard

Auxiliary Liaison – Cheryl MacMillan (Acting)

Friends of Roselawn Liaison – Arlene Lessard

Members of Committees:

Membership – John Maloney

Building & Property – Terry Huffman, Jeff Piniak, Margaret Tanaszi, John Maloney, Bert Murphy, Gary Hoyle

Accession – Jeff Piniak, John Maloney, Gary Hoyle, Bert Murphy, Claudia Brema, Luke Brazeau

Program – Cheryl MacMillan, Arlene Lessard



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Fundraising – Terry Huffman, Cheryl MacMillan

Policy – Margaret Tanaszi, Eric Beauregard, Arlene Lessard

Heritage – Gary Hoyle, John Maloney, Cheryl MacMillan, Luke Brazeau

Director Stephanie Powell Baswick welcomed new Board of Management member Luke Brazeau and returning Councillor Eric Beauregard.

Minutes:

Moved by: Cheryl MacMillan

Seconded by: Gary Hoyle

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

Business Arising:

Cheryl MacMillan reported that Bonnie Johnston will receive the first Museum of Department and Culture Award of Excellence on February 14, 2023, at the Town Council meeting.

Correspondence:

Read during the Director's Report.

Council Report:

No report.

Curator's Report:

Michelle Mason reported that a meeting that Niagara College has partnered with the Niagara Regional Police Service and local City Councillors to look at how to improve the quality of life in various Niagara Communities. Michelle has met with students who will be working on a Community Policing Group Class Project.





Michelle also reported that the Grand Old Christmas Festival was a record-breaking success with 2134 visitors.

Councillor Eric Beauregard asked if any current projects or discussions have been made for security on Arabella's Tea Room and the Cultural Block. Michelle responded that meetings have been made with the Constable Jason McKnight previously to discuss security precautions.

#### Auxiliary Report:

Cheryl MacMillan reported that Shopper's Week 2022 did very well and that Arabella's first season back since 2019 was a great success. Arabella's Tea Room will open again on June 1, 2023.

#### Friends of Roselawn Centre Report:

Arlene Lessard reported that the 2022 Christmas Maker's Market had received a good reception. Eighty percent of vendors were in attendance, despite the snowstorm, along with approximately 100 visitors. Arlene thanked Museum staff for their support during the event.

In addition, Arlene alerted the Board of Management that the Friends of Roselawn Centre will be meeting on January 26, 2022, to plan events for 2023.

#### Finance Committee:

No report.

#### Membership Committee:

No report.



#### Building and Property Committee:

Brian Heaslip reported that funding is available for repairs to the Museum south facing staircase. Brian also reported that the committee's working crew will be meeting every Thursday and are currently assisting on a collection conservation project at the Roselawn Centre.

#### Programme Committee:

John Maloney commended Museum staff for their efforts in making the Grand Old Christmas Festival a success.

#### Fundraising Committee:

Claudia Brema reported that a meeting was held on January 17, 2023, to discuss upcoming fundraising projects.

Terry Huffman reported an update on the 'Music at Roselawn' fundraising project. Terry reported the project is now in it's third phase which will entail coordinating dates with the Friends of Roselawn Centre and finding funding for event equipment.

Bonnie Schneider suggests that the committee reach out to local businesses such as Funeral Homes who may be able to provide tents for the event. Councillor Eric Beauregard also suggests contacting the City's communication team to promote the event.

#### Policy Committee:

No report.

#### Accession Committee:

Terry Huffman and Katelynn Best report that the next accession committee meeting date will be announced soon.





#### Heritage Committee:

Councillor Eric Beauregard reports that committee meetings will be scheduled regularly in the coming year. Also, a consultation report will be provided at the next meeting about the recent assessment to Firelane 1.

#### Director's Report:

Stephanie Powell Baswick reported she received partnership requests from the Community for initiatives at Roselawn Centre. Firstly, Sheila Maracle from the Indigenous Education team at the District School Board of Niagara (DSBN) has inquired to hold a drum making workshop for Indigenous Secondary School students from Niagara at the Roselawn Centre during Heritage Week 2023. Secondly, Donna Abbott has approached the Roselawn Centre and Friends of Roselawn Centre to partner for her annual International Women's Day event at the Roselawn Centre in March.

Stephanie will be participating in upcoming meetings concerning cruise ship tourism and working to include the Museum into their itinerary.

Lastly, Stephanie reported that summer student work applications are in the process of being written and that grants will prioritize digitization/photographing the collection.

#### New Business:

Michelle Mason reported an email from Mike Audette concerning a stone plaque in King George Memorial Park. The current stone needed to be replaced and they are looking for guidance on the style of marker. Michelle referred this consideration to be handled by the Heritage Committee.

Michelle Mason also reported that Brian Wyatts from the City's Parks department has white pine planks available from the Christmas storm. Brian Heaslip is interested in receiving the planks on behalf of the Building and Property Committee.



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Stephanie Powell Baswick requested a consensus be reached on the two items of correspondence for partnership proposals outlined in her Director's Report.

Moved by: Terry Huffman

Seconded by: Brian Heaslip

To: Approve the proposals by Sheila Maracle and Donna Abbott for upcoming partnerships at the Roselawn Centre.

Motion carried.

Terry Huffman encouraged members to sign up for committees they were interested in.

Cheryl MacMillan motioned to adjourn.