

**Brant Historical Society
Board of Directors Meeting
October 11, 2016**

Brant Museum and Archives, 57 Charlotte St., Brantford
Meeting Minutes

Present: Michael St. Amant (President), Bill Hanna, Doug Summerhayes, Jack Jackowetz, Annette Minutillo (Secretary)
Regrets: Zig Misiak, Maggie McAdams

Staff: no staff present

Meeting called to order at 7:10 pm

1. No Delegations
2. Additions to the Agenda - none
3. Approval of the Agenda

Moved by Bill Hanna and seconded by Jack Jackowetz that the Agenda for the Meeting be approved. Carried unanimously

4. Approval of the Minutes of the September 13, 2016 meeting (sent previously).

Moved by Jack Jackowetz and seconded by Doug Summerhayes that the Minutes of the September 13, 2016 meeting be approved. Carried unanimously

5. **Treasurer's Report** - Bill Hanna.

Bill circulated an updated monthly budget that properly reflects the removal of the \$40,000 lease item that was supposed to be taken off as per the Treasurer's report last month.

Revenues are proximately down by \$8000 largely due to the lack of performance on endowment fund interest, donations and project specific grants. These were partially offset by a magnificent success with the camps/PA days and an unemployment grant paid by the Toronto YMCA. Research continues to do well coming in over \$200. The seniors program is flagging a bit, but Michael noted there are still outstanding invoices to be paid by the retirement homes.

Expenses came in slightly over budget by \$700, resulting in a net deficit of a little over \$9000 over for the month against budget.

Year-to-date: Overall the deficit is \$18,000 higher than budgeted. Much of this is due to the MMMC architectural drawings cost and higher than budgeted facility costs in remaining at Charlotte Street. While these are partially offset by better salary costs, revenue is short by \$12,000 due shortfalls in city grant, employment grants and donations. Bill noted another \$5000 in employment grant is due.

Bill confirmed that there is enough money to cover payroll in to December. Michael noted that the CMOG money of \$13,000 has recently come in. Michael also noted additional revenues in Education programs can be expected.

Bill offered a projection for the end of the year, suggesting BHS will likely come in approximately \$1000 less in revenues and \$6900 higher in expenses resulting in a deficit around \$41,600.

Bill noted the only change to the Balance sheet is the impact of the increased budget deficit of approximately \$9000.

Cash flow: No change from the forecast of last month's report

Moved by Doug Summerhayes and seconded by Jack Jackowitz that the Treasurer's Report be approved. Carried unanimously

6. Update on Laurier/Market Square - Michael St. Amant

Michael met with the Mayor (who remains supportive) regarding the move to Market Square which he followed up with a meeting with John Utley, Greg Martin and Dan McCreary (City Councillors). Michael noted that Utley said he would approach the Mayor, and that Martin and McCreary continue to lend their support. Michael will also approach Rick Weaver. Doug suggested Cheryl Antoski might be approached in her capacity as Chair on the Cultural Advisory Committee.

The Board also discussed the possibility of building on the lot 'next door', using the already committed grants of \$100,000 a year from the City. Advantages include having an asset within 10 years, being independent of either Laurier or the City, visibility with our own building and presence, better parking, and the opportunity to actually move ahead on the project. It could be done as a Design/Build which would allow for a relatively short turn around.

ACTION: Michael will raise/discuss this as a potentially more amenable Plan B with the City.

7. Event Planning Committee – Annette Minutillo

Annette will be stepping off the Event Committee due to her own time constraints but will remain active on the Board. Brian Moore remains the Event Committee Chair, Sarah Thomas is effective as the Staff liaison, and Zig will continue as the Board liaison.

ACTION: Doug suggested Annette should contact Lorna Stratton at Ichthys Theatre and Brian should contact Peter Muir at Bell Homestead for actors for the January dinner.

ACTION: Annette will forward Doug's suggestion regarding the bell telephone call to the Events Committee.

Moved by Bill Hanna and seconded by Jack Jackowitz that the Event Committee Minutes of the September 21, 2016 meeting be approved. Carried unanimously

8. Business arising from the Meeting of September 13, 2016

- a. Wall of Fame Policy – Michael is preparing a policy redraft which will be presented at the next Board meeting.

9. Operational Report - Michael St. Amant

Michael noted that the Museum is launching a map exhibition on October 19 - article in paper last Wednesday has generated some interest and a donation of Burwell maps.

Michael is trying to get a sponsor to cover the Map Exhibit Reception (~\$400), and will follow up suggestions to contact taxi companies, bus lines, Brantford Transit, Lancaster construction etc.

ACTION: Annette will approach her contact at Sharp Bus Lines.

Michael shared that BHS has been asked to participate in Canada 150 grant application through Scott Nicholson and to provide assistance in developing characters to be used in Confederation Project Game.

Vincent Ball has offered to do a reading in November of his new play.

Moved by Doug Summerhayes and seconded by Bill Hanna that the Operations' Report be approved as presented. Carried unanimously

10. No Announcements

Next Meeting - November 8, 2016

Bill moved that the **Meeting be adjourned** at 8:05 pm

MS/am