

**Brant Historical Society
Board of Directors Meeting
October 13th, 2015**

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

Present: Michael St. Amant (President), Chris Greenlaw (1st Vice), Zig Misiak, Anita Menon, Cody Groat, Annette Minutillo (Secretary)
Regrets: Bill Hanna (Treasurer), Jack Jackowetz, Kevin Raymond
Staff: no staff present

Meeting called to order at 7:10 pm

1. No Delegations
2. Additions to the Agenda - Ontario Museum Association to #13
3. Approval of the Agenda

Moved by Anita Menon and seconded by Christopher Greenlaw that the Agenda as amended for the Meeting of October 13th, 2015 be approved.

Carried unanimously.

4. Approval of the Minutes of the September 8th, 2015 meeting (sent previously)

Moved by Christopher Greenlaw and seconded by Cody Groat that the Minutes of the September 8th, 2015 meeting be approved.

Carried unanimously.

5. **Treasurer's Report** - presented by Michael St. Amant for Bill Hanna. September 2015 Budget Report was circulated prior to the meeting.

The CMOG Grant has been received but was not be captured in September's financials as it was not deposited until first week of October ~ \$12,600 (this is less than the \$13,500 budgeted). There is one more employment grant to come and no other outstanding grants at this time. Concern remains regarding Facility Costs which are creeping up - water bill high over summer. There is still a need to catch up on Retail Operations.

Moved by Christopher Greenlaw and seconded by Cody Groat that the Treasurer's Report be approved.

Carried unanimously.

6. Report on the **Status of Grants** – Christopher Greenlaw

Chris shared that ArtsVest has added 6 additional mentorship hours - this may prove onerous, especially since much of the material being shared has not proven very useful.

Michael shared that Craig Newsome has several ideas on possible grants that would support the Market Square proposal - more information to follow.

The Young Canada Works Grant provides for Curator positions. BHS will require someone to finish the Inventory Project when Carissa goes on maternity leave. Cody provided a potential contact to Michael.

ACTION: Chris will follow up on the Young Canada Works Grant.

Moved by Cody Groat and seconded by Zig Misiak that the Grant Report be approved.

Carried unanimously.

7. Report on the **Newsletter** – Anita Menon

Publication date for the next Newsletter will be November 6th which is sufficiently ahead of the Member's Event on November 18. Anita has established new internal deadlines with all articles/pictures to her latest by Friday, October 30th, except for Cody's Lawren Harris article, due by Monday, November 2nd.

ACTION: Christopher will forward his Henderson Survey article for the November issue.

ACTION: Nathan will forward copy for the Operational Report, The Myrtleville House Museum news, From Our Collection (suggestion to use the recent museum findings), and the BHS Calendar of Events by Friday, Oct 30th. Calendar of Events should include everything starting November till end of January 2016 and should note the January 27, 2016 Members' Event.

ACTION: Annette will forward copy for the Members' Event in November by Friday October 30th.

ACTION: Michael will forward copy for the "Message from the Board" (Brant Mutual Collection) and our "Know Our Member" (Judge Hardy) column by Friday October 30th.

ACTION: Zig will write a short WW1 article for the November issue; to Anita by October 30th.

**Moved by Zig Misiak and seconded by Cody Groat that the Newsletter Report be approved.
Carried unanimously.**

8. Report by the Policy Review Committee to be deferred to next meeting

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

Michael has had two meetings with Craig Newsome, prioritizing the museum's approach to two aspects i.e. the development of two separate spaces - one for archival and storage, the other for the "public" museum. The latter is where input is being sought from the Board. Craig toured the current museum with Carissa to identify what must be accommodated. He has accurate information from previous work both with BHS and for the Market Square. Craig has been a pleasure to work with; he has depth of knowledge and familiarity with other museum spaces. The Meeting with the Board and Craig is currently scheduled for October 27; the venue hopefully will be at MMMC on Brant Ave (museum will have two school groups for Lawren Harris). Michael will confirm. Michael will be meeting with Ulricke Gross (Director of Realty for Laurier), and the Board has encouraged Michael to begin discussions with Laurier about using the current museum location to meet some of the university's needs.

Moved by Zig Misiak and seconded by Christopher Greenlaw that the Laurier Update Report be approved.

Carried unanimously

10. Brant Mutual Collection

BHS has been presented with a extraordinary opportunity to acquire a business collection to be held on site, which includes Annual Reports, ledgers, and countless local historical business documents. BHS will hold a news conference on October 20 to announce the acquisition of the Brant Mutual Collection. Michael will take the opportunity to invite other local businesses to consider the Museum when archiving their documents.

Moved by Christopher Greenlaw and seconded by Zig Misiak to accept the Brant Mutual Collection.

Carried unanimously.

11. Business arising from the Meeting of September 8th, 2015

a. Status of the **Lawren Harris** event – Cody Groat

The shipment truck has been booked - 5 paintings and 2 sketches to arrive next Monday. Bill will bring painting from Trinity, and Cody has already received Bill Davis' Order of Canada.

Expenses: Shipping (\$980); paintings hung October 20 (hanger \$150 for the day), Liquor License (already applied for) and wine to be purchased by Michael (\$480), cheese tray from Petit Gourmet (\$500), security camera already purchased (\$100), and glasses and plate rental (\$50). Total expenses around \$2300.

No sponsor for this event.

Have 35 people who have rsvp'd for the Gala and 4 classes registered already (\$600). At the Gala Michael will say a few words of welcome and extend an invitation to support the BHS.

ACTION: Nathan will post more to Facebook (poster posted by Chris October 13)

ACTION: Cody will email CBC, CHCH, Rogers, Advocat TV, Mansbridge, CTV Kitchener, and Brantford City Website Calendar

ACTION: Michael has/will approach the Expositor and Brant News - Expositor will run two quarter page ads this Friday October 16th and Tuesday 20th

ACTION: Chris will approach BScene.

ACTION: Michel will take list of values to insurance company.

ACTION: Cody to circulate a sign-up sheet for Board members to schedule.

ACTION: Cody will be contacting Karsh (photographer) about stamped photographs of Harris for sale in the BHS Museum (National Art Gallery?).

ACTION: Annette to pursue W Ross McDonald sign

ACTION: Michael will follow up on the artifacts from our collection that have been requested by Cody

Cody has sent material about the exhibit and the Harrises to Sarah Thomas for the school/education programming. Copies of James King book "Life of Lawren Harris: Inward Journey" have been taken on consignment.

Acknowledgement to Chris for a great job with setting up curtains. Chris and Michael will be here Friday to finish setting up, Michael is here for the delivery on Monday, and Cody will be here on Tuesday for the hanging (along with the curator from Hamilton).

b. Culture Days event

Chris reported that it had gone well with 54 people attending (21 for the walking tour plus 33 for the remainder of the day). Sponsors were Clarence St Dental (\$250), Personal Coffee (\$250), and Cooperators (\$75). Marvellous Store did not attend. New location next year will see even higher exposure with access to downtown

c. Status of Archival Bus Tour – Michael St. Amant

BHS has 5 registrants from here. Michael noted that the bus company cannot park at the Tourism building so parking will be in the Sears lot.

ACTION: Nathan will inform Registrants that they must park in the Sears parking lot, not the Tourism Centre

d. Status of Collection Management Committee – Michael St. Amant

The Committee will meet before the end of the month - Carolee Dunn, Chad Martin, Sean Murphy, Brian Wood (Advisor)

e. Status of Education Committee – Annette Minutillo /Zig Misiak

Sarah successfully sent a mail chimp blast to 94 principals September 29. Response is somewhat slow, given work to rule status of elementary teachers. All changes to the school programs website copy have been made; still awaiting Lucas' changes to style and colour etc. New Native Content program for Grade 7 has been posted to website. Sarah continues to work on a second Native studies program for Grade 5.

ACTION: Michael will contact Octopus Red about the outstanding changes required on the website.

f. Retail Operation

Zig went to Iroqraft today and will follow up with Carol tomorrow regarding the website intersection.

ACTION: Zig to have copy to Anita by October 30 to advertise in the November 6th Newsletter, along with local papers.

ACTION: Chris will change the email account from info@brantmuseums.ca once Carol has made the appropriate adjustments

g. Members' Event planning Committee - Annette Minutillo

Meghan Cameron (History teacher at BCI) will do the November 25th Members' Event speaking on The Nursing Sisters. Agenda for the Members' Event will include:

- a Board Report (to include Board efforts and calendar of events) - last meeting's presentation was excellent - Michael St. Amant *10 Minutes*
- a Volunteer Update to identify current volunteer opportunities at the Museum given by a Board Member - Jack/Volunteer Committee? *few minutes*
- "Brant Moments" to provide a snippet of information on local historical people or events - Bob MacMillan *5 Minutes*
- Speaker will be given a small honorarium - \$30 gift certificate to Museum store.
- There will be a 50/50 ticket draw with tickets sold at beginning and during meeting
- Since November 23 is BHS' birthday, coffee will be served with a birthday cake

There will not be an Admission fee (Members' Events will be free so as to raise the BHS' profile in the greater community). Invitation to take a BHS Membership will be made. Next planning meeting will be Wednesday November 18 at 7:00 pm to finalize details for November 25, and then to plan for the January meeting (so that the January Speaker can be announced.) The next Members' Event is scheduled for Wednesday January 27, 2016.

Moved by Cody Groat and seconded by Anita Menon that the Reports from Business Arising from the Previous Meeting of September 8th, 2015 be approved.

Carried unanimously.

12. Operational Report (circulated at meeting - see attached) - Michael St. Amant

Additional notes: Nathan will purchase one GPS unit to experiment with the loading of the program.

BHS will be mounting a display on the role of women at the Sanderson Centre for "Doing Our Bit" on November 10th and 11th - Michael will mention this connection at The Nursing Sisters presentation at the Members' Event.

Moved by Christopher Greenlaw and seconded by Cody Groat that the Operational Report be approved.

Carried unanimously.

13. Ontario Museum Association - conference in Windsor November 4 to 6 - "Redefining Borders". OMA will subsidize one BHS staff person to attend; BHS would cover hotel and transportation. Nathan would like to attend as part of his Professional Development.

Moved by Christopher Greenlaw and seconded by Annette Minutillo that costs for Nathan Etherington to attend the OMA conference (appr. \$420) be approved.

Carried unanimously.

We have been asked to host the April OMA conference as part of their course series - 25 people in attendance - good networking and showcasing opportunity.

ACTION: Chris to contact the OMA to express interest and request more information.

14. No Other Business
15. Announcements
16. Next Meeting - **November 10th, 2015**

Christopher Greenlaw moved that the Meeting be adjourned at 8:55 pm

MS/am