

**Brant Historical Society
Board of Directors Meeting
October 30, 2018**

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

Present: Tim Philp (Chair), Leisah Marie Jansen, Jean Kendall, Colleen Armstrong, Willy Hilgendag (Treasurer), Doug Summerhayes, Annette Minutillo (Secretary)

Regrets: John Anderson

Absent: Michael St. Amant (Past President)

Staff: No staff present.

Meeting called to order at 7:00 pm.

1. No Additions to Agenda

2. Approval of the Agenda

Moved by Willy Hilgendag and seconded by Colleen Armstrong that the Agenda for the Meeting be approved. Carried unanimously.

3. Approval of the Minutes of the September 25, 2018 Directors meeting (sent previously).

Moved by Leisah Marie Jansen and seconded by Jean Kendall that the Minutes of the September 25, 2018 meeting be approved. Carried unanimously.

4. Executive Director's Report - Tim Philp

Tim reported that he received Jason Davis' resignation today. Jason has given two weeks' notice and will be moving to Sudbury for his wife's work. Tim and the Board will develop a work plan over the winter, to address staff assignments and Sarah's return (still unconfirmed) in January.

Tim reported that Esther has asked about a potential rental at Myrtleville. There is little information about the requesting group and few precedents with the museum. It was suggested that comparable spaces that do rentals, like Glenhyrst, the Langford Conservancy, and the Bell Homestead could be approached for guidance. Also reviewing the policies and criteria established by other groups would be helpful.

ACTION: Colleen will research comparable rental spaces and their policies, and report back to Tim who will circulate to Board

BHS has not yet received the balance for last year's City grant, and notice has been given that we were approved for an additional \$107,000 for electrical and roof repairs etc, which has also not been received. The City has made calls for applications for the new funding cycle, which will be done by Nathan. Tim has begun conversations with councilors to change the caps on these grants.

Tim noted that the website has had to be repaired by Octopus Red and Tim raised the possibility that it would be more efficient if we were to move the website to our server.

Tim reported that he made some enquiries regarding the mask that used to hang on the front of the building, and some feedback suggested that the mask may not be as culturally sensitive as we would like it to be. However there was agreement that the museum needs a new mask 'analogue'. Tim will approach Octopus Red about developing a new concept (sign, image etc) to be shared with the Board at a future meeting.

Moved by Colleen Armstrong and seconded by Doug Summerhayes that the Executive Director's Report be received. Carried unanimously

5. **Treasurer's Report** - Financials were circulated at the meeting.

Willy focused on this month's finances, highlighting recent revenues from camps and PD Days, as well as expenses attached to Facility and Payroll. The Product Resale Expense was identified as the settling of the consignment book account with Zig Misiak. The monthly income statement shows a deficit of \$9472 and it was noted by both Tim and Willy that these rarely balance as revenue comes sporadically and expenses are continuous. YTD we are down \$70,000, however there are still grants to be received which will improve the bottom line.

Moved by Willy Hilgendag and seconded by Colleen Armstrong that the Treasurer's Report be approved. Carried unanimously

6. **Member Event Planning Committee** - Jean Kendall

Before the meeting Jean circulated a budget for the Wine and Cheese party for Members and Volunteers on December 13th at Myrtleville House,

ACTION: **Jean** will connect with Jason as soon as possible to have this event communicated to the members.

Jean reported that the first speaker's event, the warplane event, was well received with about 20 people in attendance. The next event is Wednesday November 28, with Esther as a speaker.

Moved by Leisah Marie Jansen and seconded by Doug Summerhayes that the Event Committee Report be received. Carried unanimously

7. **Business arising from the Meeting of September 25, 2018**

- a. George Brown - Willy will begin preparations this week, planning for 20 displays, each focusing on different events/ places/concepts. This Event will be held on the anniversary of his birthday (November 29, 1818), so Thursday November 29, 2018.

ACTION: **Willy** will connect immediately with Nathan and Lilia to plan and coordinate the exhibit space

ACTION: **Willy** and **Tim** will create a video about George Brown that can be shown

ACTION: **Willy**, **Colleen** and **Tim** will work on a press release and other media promotion

8. **New Business**

- a. Change of meeting date - next meeting will be held on Tuesday November 27 and given we don't usually have a meeting in December we will table discussion around changing the date until the New Year.
- b. Myrtleville Management Agreement: BHS' revisions to the Myrtleville Management Agreement were emailed to Robert Pajot at the National Trust on September 27. He has just replied today that they have been very busy with the organization of their annual conference. Robert will have more time next week to review it with Natalie, and plans to be back in Brantford in the next month to meet.

9. No Announcements

Next Meeting: Tuesday November 27, 2018

Doug Summerhayes moved that the Meeting be adjourned at 8:05 pm

TP/am