

**Brant Historical Society
Board of Directors Meeting
March 26, 2019**

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

Present: Tim Philp (Chair), Jean Kendall, Colleen Armstrong, Leisah Marie Jansen, 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. **Tim proposed that preparation for the AGM be the foremost on the Agenda - the Executive Director's report deleted, and the Treasurer's and Event Committee reports received. It was also noted that the Agenda incorrectly stated 6:00 pm instead of 7:00 pm.**
2. **Approval of the Agenda as amended**
Moved by Colleen Armstrong and seconded by Leisah Marie Jansen that the Agenda for the Meeting be approved as amended. Carried unanimously.
3. **Approval of the Minutes of the February 26, 2019 Directors meeting** (sent previously).
Moved by Colleen Armstrong and seconded by Willy Hilgendag that the Minutes of the February 26, 2019 meeting be approved. Carried unanimously.
4. **Treasurer's Report** - Financials were circulated by email prior to the meeting.
Moved by Willy Hilgendag and seconded by Jean Kendall that the Treasurer's Report be received. Carried unanimously
5. **Member Event Planning Committee** - the Member Event Planning Committee Report of March 2019 were circulated by email prior to the meeting.
Moved by Jean Kendall and seconded by Doug Summerhayes that the Event Committee Report be received. Carried unanimously
6. **New Business**
 - a. Donation Receipts for income tax have not yet been received by some members. These should have been issued and mailed by March 1. Tim noted that most had been done however there was some confusion around several which had then been delayed. Brian Moore has not yet received his.
 - b. Planning for the Annual General Meeting - Wednesday March 27, 2019
It was noted that the Board meeting minutes are supposed to be posted to the BHS website by staff throughout the year; however this seems to have fallen between the cracks. This was raised by Brian Moore as an impediment to the membership being able to ratify the actions of the Board

ACTION: Annette will forward the Board Minutes to Brian Moore immediately.

ACTION: Annette will ask Nathan to post the Board Minutes as soon as possible.

Tim has prepared a President's Report and has included the Events Committee report on their 2018 activities.

Tim circulated the audited statements to the Board - expenses are at 5 year low however the revenue side remains very challenging.

The election of Trustees for the Endowment Fund will need to be added to the Agenda as well, as they have a 24 month term and were last elected April 2017. Annette will include this with her presentation.

ACTION: Tim will connect with Michael St Amant regarding speaking on behalf of the Endowment Committee.

With the appointment of Colleen Armstrong last April, just after the AGM, the Board boasted a membership of 8 persons. Tim Philp, John Anderson, Jean Kendall, Colleen Armstrong and Annette Minutillo, are midway through a two year term which will be complete at next year's AGM in March of 2020. Unfortunately John Anderson will not be completing his term due to personal reasons.

Leisah Marie Jansen, Willy Hilgendag and Doug Summerhayes have now all reached the end of their two year terms. This leaves a vacancy of two to five seats.

Leisah Marie Jansen, Willy Hilgendag and Doug Summerhayes have agreed to stand for another two year term.

7. No discussion of Coming Events or Announcements

AGM: Wednesday March 27, 2019 at 7:00

Next Meeting: Tuesday April 30, 2019 at 7:00

Jean Kendall moved that the Meeting be adjourned at 7:55 pm

TP/am