

**Brant Historical Society
2018 ANNUAL GENERAL MEETING
March 27, 2019**

MINUTES

A total of 31 were in attendance for the 111 th Annual General Meeting of the Brant Historical Society as follows:	
ATTENDANCE:	Board Members: Tim Philp, Doug Summerhayes, Willy Hilgendag, Leisah Marie Jansen, Colleen Armstrong, Jean Kendall, Annette Minutillo
	Brant Historical Society Members: Gladys Woodburn, Kay Boyd, Denise Methot, Lynn Elsie, Margaret Lorenz, Steve Polacko, Brian Moore, Pamela Young, Jean Farquharson, Bruce Hill, Doug Fearon, Christopher Osborne, Ruth Lefler, Michael St. Amant, Rick Mederak, Sarah Clarke, Heather McPherson, Ed Pancoe, Doris Myke, Marilyn McDonald, Lorraine Sherred
	By Proxy: Andy Woodburn, Patricia Woodburn, Lucy Marco, Betty Johnson
	Staff Members: Nathan Etherington, Esther Brouwer, Lillia Dockree

1. CALL TO ORDER/ESTABLISH QUORUM

The meeting was called to order at **7:00 p.m.** with Tim Philp in the Chair. Quorum was established.

Tim Philp opened the meeting with a welcome to all in attendance. Tim drew the members' attention to the package given at the door, and the voting cards with the number of votes allotted to each member in attendance.

2. APPROVAL OF AGENDA

RESOLUTION:	Moved by Bruce Hill; Seconded by Doug Summerhayes That the distributed agenda be the agenda of this Annual General Meeting CARRIED
--------------------	---

3. APPROVAL OF THE MINUTES OF 2017 ANNUAL GENERAL MEETING HELD ON MARCH 28, 2018

RESOLUTION:	Moved by Willy Hilgendag; Seconded by Leisah Marie Jansen That the minutes of the Annual General Meeting of 2017 held on March 28, 2018 be received and adopted (without amendment or correction). CARRIED
--------------------	---

4. BUSINESS ARISING FROM THE 2018 AGM

No business arising

5. ANNUAL REPORT

5.1 President's Report

Tim Philp began by noting that 2018 has been a year of hard slogging work. Besides running all the programs that the museum normally does, the Society has embarked on a program of improvement to the museum to safeguard the collection. The museum is an old building and is now in the middle of a complete electrical upgrade that will replace all the old knob and tube

wiring as well as replace all the lighting to new high-efficiency Light Emitting Diode lights. This should generate savings for the museum on future electrical costs.

As part of the electrical upgrade, computer wiring is being run to all electrical outlets to give the capability to provide more computer display terminals to help interpret the museum displays and tell the story in a way young people would be engaged. This was the cheapest way to do this as it required little incremental cost to run the additional wiring.

During the cold spell a drain pipe to the city sewer froze. The pipe leaves the building above ground under a concrete deck at the side of the building. This is an unheated space. There was a heating element around the pipe with some insulation, but the pipe froze anyway. The maintenance procedures have now been changed to prevent this problem next year.

Nathan Etherington has worked very hard on a digitization project for the museum. The goal of this project is to take the entire collection and ensure that it is digitized in the museum's computer systems. The objective of this project is to provide access to the community to the Society's large collection of local history artifacts through the web for free, another way to engage youth. Last year, the computer system was upgraded, but the project has generated so much data that the Board will be looking to upgrade the system further to ensure both the integrity of the data, but also that the capacity to grow.

Last fall the roof required patching to keep it from leaking. The winter arrived before a funding agreement was arranged to support the repair. The electrical upgrade will be followed by a repair to the roof as funds are available from the city. As the city only advances 50% of the funds to start the work, the electrical work must be completed before the funds for the roof can be received.

In other highlights the Society participated in the following events:

- During March and again in October, education opportunities continued with Laurier History with a class tour.
- In April a similar tour for a Scout group was arranged by a Family Member.
- Participated in a Jane's Walk on May 4th with students from Central School who stopped by for an outdoor educational experience.
- In June celebrated the 10th anniversary of Harmony Square with free tours that saw about 100 people visit the museum.
- Later in the month held the members BBQ out at Bow Park Farm with about 60 attendees.
- During the summer, work with summer students to deliver Camps at Myrtleville. Meanwhile at the Charlotte Street location, students were scanning and organizing the George Foster Collection.
- The Brant Historical Society partnered with the Brantford Public Library for life-long learning week with three events.
- During the Fall, partnered with the County of Brant Public Library and other museums in the County for the Local History Roadshow, which saw about 40 people per event.
- In October, attended the Ontario Museum Association Annual Conference and announced that Brantford would be the location for the 2019 Conference.
- In late November, celebrated the 200th birthday of George Brown with cake and the opening of a George Brown exhibit, with the assistance of Willy Hilgendag.

The events committee have been very busy, keeping up a full schedule of events during the year, which were reported on later. Tim expressed appreciation for their hard work and commended the committee for their support, noting that without volunteers like this, the Society would not be able to support the many events presented every year.

The Society's biggest challenge remains funding. The audited statements show that expenses have been pared to the bone. BHS operating expenses dropped to a five year low of \$231,733 in fiscal 2018. Any further expense cuts will affect core operations and undo many of the advances made over the past year. The Society has done remarkably well with capital monies and were able to get full funding for electrical and roof repairs instead of the usual 50% dollars that the capital program gives. However, a weakness continues to be core funding. Unlike most municipalities, the museum receives only 20% of our core funding from the municipalities of Brantford and Brant County. Tim has been working diligently to improve this situation, but it has been a difficult year for municipalities as well. Even the endowment fund did not do very well this year as December 2018 was a very bad month for the markets. However, the good news is that they have rebounded this year, so expect better performance of this fund.

2019 will be a year of challenges. The Brant Historical Society and the museum have raised their public profile, sponsored or held many events, and tried to make the Society more relevant to the public in an effort to garner support from the cities that fund the museum.

RESOLUTION:	Moved by Michael St. Amant; Seconded by Doug Summerhayes That the President's Report for the year 2018 be received. CARRIED
--------------------	--

6. FINANCIAL REPORT

6.1 Financial Report Presentation

Willy began by referencing the Expositor's focus on heritage articles that featured on its front pages, noting that communities are interested in their history, and that the Society has a role to play in providing stories about the past and making that alive again.

He noted that the Board needed to make some hard decisions given the museum was to remain in the current building and the repairs undertaken desperately needed to be done. Some of the money has not yet come in which explains the deficit in the financial statements, but the Board is working to negotiate new funding with the municipalities (especially Brantford). He reiterated that the Auditor has noted expenses have been pared down as far as possible and are at their lowest in five years.

RESOLUTION:	Moved Ed Pancoe; Seconded by Michael St. Amant That the Treasurer's Report be approved as presented. CARRIED
--------------------	---

6.2 Adoption of Audited Annual Financial Statement

RESOLUTION:	Moved Jean Kendall; Seconded by Michael St. Amant That the Audited Financial Statements for 2018 be approved. CARRIED
--------------------	--

6.3 Appointment of Auditors for 2019 fiscal year

RESOLUTION:	Moved by Doug Summerhayes; Seconded by Marilyn McDonald That, in accordance with the recommendations of the Board of Directors, Millard Rouse & Rosebrugh LLP, be appointed auditors for the Brant Historical Society for the 2019 fiscal year. CARRIED
--------------------	--

7. EVENT COMMITTEE REPORT

Brian Moore shared the 2018 PROGRAM EVENTS REPORT circulated in the AGM package. He acknowledged with thanks the efforts of the Events Committee members: Lorraine Sherrard, Jean Kendall, Dave Cook, Robin Harding, Esther Brower, as well as the rest of the staff.

A new program event "A Day with the Attiindaron" was offered at Five Oaks Retreat Wednesday, September 19th. Encouraged by the positive response from the twenty-two (22) participants the committee will investigate presenting an annual Indigenous Heritage Day.

Six Guest Speakers presented in 2018, with an average evening attendance of 31 people, who covered the following topics:

- "Early Black History of Brantford" presented an archaeological perspective to settlement in this area by Black citizens – Sarah Clarke (Jan. 31st)
- "The Bold & the Beautiful: Brantford's Architecture" outlined the buildings we have lost, those we have retained, & our future challenges –Cindy MacDonald (Feb. 28th)
- "Seeds of the Past: What We Can Learn from Ancient Seeds" –Rudy Fecteau (Apr. 25th)
- "Mr. Carroll's Concoctions: Early Settler Health & Medicine" –Lisa Anderson (May 23rd)
- "Ploughshares to Swords: Manufacturing Aircraft for World War II" –Garry Balsdon (Oct. 24th)
- "Joseph Brant and the Slave Trade" focused on the story of Sophia Pooley as the means to explain early slavery in southern Ontario –Jane Mulkewich (Nov. 28th)

The committee assisted staff in offering the annual special events at Myrtleville Heritage House Museum, specifically, the Good Family Day (Feb. 19th), the Easter Egg Hunt (Mar. 31st), a new event Hallowe'en at Myrtleville House (Oct. 31st), and helped decorate the house for Hallowe'en and Christmas programs in December.

The committee supported the Directors of the Board in offering three significant events:

- the Annual General Meeting of this Society (Mar. 28th)
- the Barbecue-Potluck this year at Bow Park Farm for 60 people (June 20th)
- the Members & Volunteers Christmas Social - 24 attendees were provided a special thank you with program that included live music and two stories by a Brant Taleter (Dec. 19th).

Fifteen walking tours were offered that highlighted thirteen aspects of Brantford as well as one part of Paris, and stories of Mount Pleasant. Four people (Brian Moore, Ruth Lefler, Cindy McDonald, Nathan Etherington) were involved in delivering these walks permitting a walk to be scheduled every two weeks with an average attendance of 9 persons.

The 3rd Annual Excursion Day on Wednesday, May 16th was a great success with 22 people visiting:

- the Paris Museum & Archives for a behind-the-scenes glimpse of their collection
- Penmarvian to see the architecture features and to learn the story of its preservation
- Asa Wolverton House for lunch, and a peak at some of the restoration work being done
- the Arlington Hotel to see how special features have been preserved and to learn how rooms have been prepared to provide a unique perspective on a hotel stay
- and, our "surprise stop" to the Boughton Cobblestone House where we saw a restored heritage home and learned about the constructing of the cobblestone exterior.

Four unexpected opportunities in 2018:

- On Saturday, May 5th the Hannas opened their Chestnut Street home to twelve participants on the "Dufferin Terrace" walk;
- On Monday, June 11th seven members and employees received a formal tour of the heritage kitchen garden at Dundurn Castle in Hamilton;
- On September 15-22 the Historical Society partnered with the Brantford Public Library to offer three activities as part of their Life-long Learning Week events. The activities were: participation in the scheduled Canal Walk (Sept. 15th), a two-hour "behind the scenes" glimpse of the Brant Museum & Archives (Sept. 17th), and a two-hour plus extensive tour of Myrtleville Heritage House and its resources (Sept. 21st).

- On Sunday, October 28th Dan Brown opened his recently reconstructed house at 162 Tollgate Road to seven Society members.

Brian noted that the Emma’s Tea and Edwardian Fashions event which was scheduled for this Saturday has been postponed to Saturday April 27, and invited members to sign up. Brian drew attention to the two surveys and the spring planned activities flyers that had been left on each person’s seat.

RESOLUTION:	Moved by Brain Moore; Seconded by Jean Kendall That the Event Committee Report for 2018 be Received. CARRIED
--------------------	---

8. RATIFICATION OF BOARD ACTIONS

Tim noted that Board Minutes had not been posted to the website but paper copies always remain available in the museum for member interest. To assist members in ratifying the Board’s actions paper copies of the Board Minutes for 2018 were also available at the door as members came in. Tim invited questions from the membership regarding the actions of the Board and noted that the resolution to ratify the actions of the Board is a standard request and clause to meet insurance requirements and fulfill corporate responsibility.

RESOLUTION:	Moved by Brian Moore ; Seconded by Michael St Amant That the actions of the Board of Directors of the Brant Historical be ratified by the Members of the Society. CARRIED
--------------------	--

RESOLUTION:	Moved by Brian Moore ; Seconded by Doug Summerhayes That the Brant Historical Society extends its thanks and appreciation to the City of Brantford for the funding received, which serves to support and sustain the work of the Museum and the Brant Historical Society. CARRIED
--------------------	--

9. ELECTION OF THE DIRECTORS AND TRUSTEES

Annette Minutillo noted that the Brant Historical Society By-Laws provide for appointment of between six and nine Directors as required at the annual meeting of Members, for a two year term. Terms take effect at the conclusion of the Annual General Meeting and the number of Directors elected at each annual meeting will be staggered to ensure continuity on the Board. 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. 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. Annette requested Nominations from the floor and no nominations were made.

9.1 ELECTION OF DIRECTORS

Leisah Marie Jansen, Willy Hilgendag and Doug Summerhayes have agreed to stand for another two year term. Annette presented Leisah Marie Jansen, Willy Hilgendag and Doug Summerhayes as Directors for approval by the membership.

RESOLUTION:	Moved by Bruce Hill; Seconded by Lorraine Sherred That the slate of candidates as presented be approved. CARRIED
-------------	---

9.2 ELECTION OF TRUSTEES

Annette Minutillo noted that according to the Endowment Fund By-Laws, the Board of Endowment Trustees shall consist of five Trustees, of which the President and the Treasurer of the Society shall be two - this past year it was Tim Philp and Willy Hilgendag. The By-Laws state that three members of the Brant Historical Society shall be elected as Trustees at the Annual General Meeting and shall hold office for twenty-four months. They may be re-elected without limit. The last Trustee election was at the AGM of 2017, and the three members have been for the last 24 months Ron Birkett, Michael St Amant and Jack Jackowitz.

Michael St. Amant has agreed to stand for another two year term. This leaves a vacancy of two seats. Annette presented Colleen Armstrong for a two year term by the Board's Nominating Committee and then requested nominations from the floor. Bruce Hill presented himself as a nominee.

Annette presented Michael St. Amant, Colleen Armstrong and Bruce Hill as Trustees for approval by the membership.

RESOLUTION:	Moved by Marilyn McDonald; Seconded by Ruth Lefler That the slate of candidates as presented be approved. CARRIED
-------------	--

Colleen Armstrong suggested that the terms of the Endowment Fund Trustees (like the Board Directors) be staggered to allow for continuity. The Board will consider this in its planned review of the Endowment Fund By-Laws.

10. REPORT OF THE CHAIRMAN OF THE ENDOWMENT FUND

Michael St. Amant reminded the membership of the motion put forward in 2017 to alter the structure of investments of the endowment fund in order to produce an improved rate of return, permitting Endowment Fund assets to be invested in publicly-traded common and preferred stocks, convertible bonds and preferred stocks, bank common funds, mutual funds and fixed income securities (including corporate bonds and money market instruments). The investments are now comprised of \$170,000 in publicly traded shares, \$15,000 in investment certificates, \$15,000 in mutual funds and \$31,000 in cash and savings accounts. An advance was made to BHS of \$50,000 to cover the 50 cent dollars from the city, which was to be repaid in 2018. That repayment has now been extended pending improvement in the financial condition of the BHS. It is hoped that repayment will commence in 2019.

The value of the portfolio at end 2017 was \$283,000 and has dropped to \$282,000 end 2018 a decline of less than .5%. He noted that in that same time the Dow had declined 5.6 %, S&P 6.2 % and the Nasdaq 4%, so the Endowment Fund has performed reasonably well in comparison. Most of the decline occurred in December and in January and February has already rebounded significantly and now is back where it should have been.

Michael reminded the membership that the Endowment Fund is a great opportunity to do something good with your dollars as part of any estate planning. As a Registered Charity, valuable

tax credits are available to donors, and he invited the membership to consider making a donation to the BHS.

Tim thanked Michael for his report and for the excellent work of the Endowment Fund Trustees.

RESOLUTION:	Moved by Brian Moore; Seconded by Leisah Marie Jansen That the Report of Endowment Fund be received. CARRIED
-------------	---

11. OTHER BUSINESS

11.1 Tim Philp presented a plaque honouring the newest addition to the BHS Wall of Honour, the Honourable George Brown. Brown has been championed by Willy Hilgendag. Everyone was invited to enjoy the exhibit in the front room. Tim encouraged the membership to nominate others of historical import to be added to the wall.

11.2 Doug Summerhayes said that the membership would be remiss if the President of the Board, Tim Philp, was not acknowledged and thanked for his hard work and dedication. Doug noted that Tim was exactly the sort of President the BHS needed at this time.

11.3 Ruth Lefler thanked the staff, Nathan Etherington, Lillia Dockree and Esther Brouwer, for their efforts. She noted that they work very hard on behalf of the membership and the museum could not run without them.

12. ADJOURNMENT - 7:50 pm

RESOLUTION:	Moved by Doug Summerhayes That the Annual General Meeting be adjourned.
-------------	--

TP/ am

SIGNATURES

Chair

Secretary