

Niagara Historical Society and Museum (NHSM)
Minutes of the Annual General Meeting
held October 11, 2018
43 Castlereagh, Niagara on the Lake, Ontario

Members of the Museum Board attending: Faith Bell, Mona Babin, Lorraine Joyner, John Sayers, Denise Ascenzo, Ron Dale

Regrets: David Hemmings, Suzanne Hebert, Chris Pratt, Ted Rumble

Staff: Sarah Kaufman, Managing Director, Amy Klassen, Society Administrator, Shawna Butts, Assistant Curator

Faith Bell (President) called the meeting to order and confirmed with Amy Klassen that there was a quorum.

Motion to approve the minutes of AGM held October 12, 2017— Moved by Neil Rumble and seconded by John Sayers. All in favour. Carried.

Alternative Funding Committee

David Murray reported on the status of this committee which was formed out of a motion at the 2017 Annual General Meeting. Given the precarious nature of our operational funding, the membership voted for a committee to be formed that will investigate alternative models for funding.

The committee is comprised of David Murray, Richard Merritt, Neil Rumble, David Bell and Sarah Kaufman. Recently they held meetings with senior staff from the Niagara Falls Museum, St. Catharines Museum, Welland Museum and NOTL Public Library to discuss how they are funded by their municipalities and what that relationship looks like.

The committee will continue its work over the next year. **David Murray moved to adopt the committee's report, seconded by Denise Ascenzo. All in favour, Carried.**

Governance Committee Report

The Governance report, which was circulated prior to the meeting, was presented as reported by Sarah Kaufman.

Finance and Administration Report

Treasurer Mona Babin reported on the projections for the 2018 year and the proposed 2019 budget. She characterized our financials as fiscally responsible, in order, and limiting in that we have not increased our budget in a number of years.

Overall, there is a projected surplus of over \$40,000 for the Society & Museum combined in 2018. This is mainly due to the success of the Niagara Polo fundraiser. This will increase our unrestricted fund balance to approximately \$180,000 at year end. At the end of 2019, this balance is expected to decrease to approximately \$115,000 because of our need to match government funding for the architectural design phase for expansion.

In 2019, Museum revenue and spending is expected to be close to the 2018 numbers. The Society has budgeted for a deficit of \$16,005. This is due to the extraordinary expense of developing a detailed

business plan, which is a requirement for a major grant for the expansion project. She noted that there is no planned fundraiser yet for 2019 but there are some ideas in the works. Successful fundraising will be necessary to fund Museum operations.

A motion to accept the 2019 budget was moved by Neil Rumble and seconded by Lorraine Joyner. All in favour. Carried.

A motion to approve Bridgman & Durksen, Chartered Accountants as our auditors for the 2018 fiscal year was moved by Mona Babin and seconded by John Sayers. All in favour. Carried.

Planned Giving & Legacy Committee

Faith Bell reported that this committee is working with consultant Chris Bangham on the policies and procedures for receiving planned and legacy gifts. The committee is in its second year and is currently working on a work plan for activities over the next year.

Planned giving is a sustainable way of funding our future. If any members are thinking of establishing legacy gifts, they should contact the Museum for more information.

Membership & Development Report

The Membership & Development report, which was circulated prior to the meeting, was presented as reported by Amy Klassen. Amy emphasized the success of the Polo event and thanked all who helped on the committee, volunteered at the event and who attended and donated.

Amy introduced Nancy Butler who was being given the award of Honourary Life Member of the Society for her past work as a board member and volunteer and her continued efforts as a local historian. Faith Bell presented Nancy with a framed certificate. A bronze name plate for Nancy will be added to the Honourary Life Member plaque at the front entrance of the Museum.

Physical Plant & Planning Report

The Physical Plant & Planning report, which was circulated prior to the meeting, was presented as reported by Sarah Kaufman.

Expansion Planning & Logistics Committee Report

David Bell reported that the project design with Lynch & Comisso architects is progressing on time and on budget. The committee consists of David Bell as Chair, David Hemmings, Julian Rance, Dick Coyne, Faith Bell and Sarah Kaufman.

The Schematic design has been completed at a cost of \$56,000, 50% of which is covered by a grant. The Design Development Phase will be complete before Q2 of 2019 at a cost of about \$56,000, 50% of which is covered by a grant.

The project addresses our needs for accessibility, collections storage and programming space. The project is also considering full fire suppression for the site given the recent tragedy in Brazil.

Publications & Communications Report

The Publications report, which was circulated prior to the meeting, was presented as reported by Shawna Butts. She drew attention to the planned book on the women of Niagara-on-the-Lake which is

currently seeking contributing authors. David Murray suggested that Brock University could be contacted for potential student authors completing their MA.

Managing Director's Report

The Director's report, which was circulated prior to the meeting, was presented as reported by Sarah Kaufman. She highlighted the following:

- Camp Kosciuszko exhibit ends November 15th and received an award
- The Museum is now on Google Arts & Culture which allows us to create online exhibits
- Niagara Region funding allowed us to do Pop-up exhibits in the community – St. Davids, Virgil and Queenston as well as at the Chamber and the Shaw Festival. The panels created can be reused when out at community events.
- Ontario Volunteer Service Awards this year were: Victor Packard – 10 years, Neil Rumble – 10 years, Margaret Teare – 5 years, John Sayers – 5 years, Sue West – 5 years, and David Hemmings – 10 years
- The 2018 lecture series was generously sponsored by Geoffrey & Lorraine Joyner and the NOTL B&B Association
- A new series of walking tours called Neighbourhood Walks was very successful. These will continue in 2019 with new featured neighbourhoods
- Kid Curators had another successful year with great feedback
- Famous & Infamous program is switching to Monday afternoons in 2019
- Our annual Christmas event and exhibition launch will be combined into one event on December 1st, 2018
- Two plaques were unveiled in Rye Park on September 28th, highlighting the work of Maria Rye and Our Western Home. The work was completed by David Hemmings and funding for the project was generously provided by David Murray and Elizabeth Surtees.
- An Ontario Trillium Fund application was submitted for the Tiny Museum project. This will provide needed funds for the build and vehicle. David & Faith Bell recently made a \$10,000 to add to the anonymous donation of \$10,000, giving us \$20,000 in matching funds. The Tiny Museum will be used for schools and community events.
- A recent donation of William Claus papers came into the collection and they are quite significant. Richard Merritt will be speaking to our Phoenix Circle about this collection at a special event in October.

Nominations Committee Report

Elizabeth Surtees presented the Nominations Committee report. The Board of the NSHM has 3 vacancies. Lorraine Joyner and Suzanne have both completed their terms on the Board. The Nominating Committee solicited interested persons and conducted interviews. Elizabeth introduced Gill Mukkar, Paul Harber and Jim McArthur (absent) as the nominees to the Board.

A motion was made to accept the nomination of Gill Mukkar, Paul Harber and Jim McArthur for a three-year term. The motion was moved by David Murray and seconded by David Bell. All in favour. Carried.

The slate of the NHS Board of Directors for 2018-2019 was announced:

David Hemmings – President
Denise Ascenzo – VP Society
Ron Dale –VP Museum

Mona Babin – Treasurer
Ted Rumble – Secretary
Faith Bell – Past- President
John Sayers - Director
Chris Pratt – Director
Gill Mukkar—Director
Jim McArthur – Director
Paul Harber--Director

A Town Representative will be assigned by the Municipality following the Election.
Elizabeth thanked outgoing Board members Lorraine Joyner and Suzanne Hebert for their work on the Board as well as Faith for her dedicated service as President.

Nominations to the Nominating Committee

Faith Bell reported that Chuck Jackson and Neil Rumble are finished their terms on the Nominations committee.

A motion was made to appoint the following Nominations Committee for the 2018-2019 year: Suzanne Hebert (Chair), Julian Rance, Elizabeth Surtees, Martin Richardson and Lorraine Joyner. Moved by Mona Babin and seconded by Denise Ascenzo. All in favour. Carried.

President's Report

Faith Bell read her report which was circulated with the package at the AGM. She expressed how impressed she has been seeing the positive energy and growth in the Society, going from thinking “we can’t, we don’t have the money” to “we can, and we will find the money”.

She noted that the Board will be committed to seeking increased and sustainable funding from the Town. The endowment that was created this year is another step to more sustainable funding in that as it continues to grow, the payout to the Society will increase.

David Murray noted that we need to ensure that the principal endowment remains whole and that we only touch the interest portion. Faith confirmed that this stipulation was noted in the paperwork with the Niagara Community Foundation and with the agreement with the donors. David suggested a note be sent to members via email with the information pertaining to the endowment and its stipulations.

Faith reported that for 2018, the Museum is using the Tiny Museum trailer to partner with St. Andrews Church on their 225th Anniversary float. She noted that the Tiny Museum project will be a visual reminder of the Museum throughout the community as we show up in different places. This project is still seeking more funds if anyone is interested in supporting it.

In closing, Sarah thanked Faith for her three years as President leading the Society and for her dedication and support over the last 5 years. Faith will continue on the board with one more year as Past President. Sarah presented Faith with a gift on behalf of the Society.

A motion to adjourn (7 pm) was moved by Mona Babin and seconded by Neil Rumble. Carried.