

Nipissing Township Museum

Board Meeting Minutes

May 1, 2019

6 p.m., Nipissing Township Council Chambers

Present: Kerry Kloiber, Mary Heaseman, Liz Smith, Linda Andersen, Brenda Lennon

Regrets: Gladys Bateman, Norah Jackson

1. Call to Order – The meeting was called to order at 6:09 p.m. by Liz Smith.
2. Declaration of Pecuniary Interest – There were no declarations of pecuniary interest.
3. Acceptance of Agenda – The agenda was accepted by Mary Heaseman and seconded by Kerry Kloiber.
4. Acceptance of Previous Minutes – The minutes were accepted by Kerry Kloiber and seconded by Mary Heaseman.
5. Business Arising:
 - i. Maple Syrup Festival: We made \$995.30 with 60% profit. An idea for next year is to give out coupons for the Candy Shoppe at the festival.
 - ii. Review of Renovations: The Church renovation is complete. Office has been cleaned with file cabinets in storage room. Left to do: Rearrange The Hardware and organize the office. Wolf Eye productions was interested in using the Museum office and parking lot for a movie they are making. Filming would be June 8th/9th.
Plans for a 22 X 30 ft addition with a covered verandah and an accessible bathroom were discussed. The grant money must be used by March 2020. Motion to move forward with the addition was moved by Linda Andersen and seconded by Kerry Kloiber.
Motion to hire a cleaner to clean The Hardware and stain the deck and ramp for a total of 4 days of work was moved by Brenda Lennon and seconded by Mary Heaseman.
Municipality had a risk assessment completed noting that nothing should be placed within 3 ft. of electrical panels.
 - iii. Summer Event Planning:
Grand Opening, June 15th: Brenda will send out invites to MP, MPP, mayors, Mary will contact newspapers, Linda will contact CTV. Norah will ask the Harpist to play music in the church.
 - iv. Human Resources – New Hires: Both students have accepted the positions. Budgeted for full time employment.
6. New Business:
 - i. Projects for Staff: A priority for this summer will be to have the manager go through the filing cabinets to organize them and for familiarity of the founding families.

- II. Artifacts on Loan: Linda has revised the Loan of Objects form. All members will review and send revisions to Brenda.
 - III. Tour of Church: Brenda will tweak the tour to suit the new layout of the church. Monday, May 6th we will reorganize the Hardware.
7. Next Meeting: The next meeting will be held on Wednesday, June 5, 2019 in the Nipissing Council Chambers.
8. Adjournment: The meeting was adjourned at 7:14 p.m. by Liz Smith and seconded by Brenda Lennon.

UNAPPROVED MINUTES