

Nipissing Township Museum

**Board Meeting Minutes**

**May 29, 2019**

6 p.m., Nipissing Township Council Chambers

**Present:** Mary Heaseman, Liz Smith, Linda Andersen, Brenda Lennon, Gladys Bateman

**Regrets:** Norah Jackson

**Absent:** Kerry Kloiber

1. Call to Order – The meeting was called to order at 6:05 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 Gladys Bateman with the addition of ‘On Loan Form’ under business arising.
4. Acceptance of Previous Minutes – The minutes were accepted by Linda Andersen and seconded by Mary Heaseman.
5. Business Arising:
  - i. Expansion: A power point presentation on the proposed expansion of the museum space was reviewed.
  - ii. Grand Opening: The museum is opening on June 12<sup>th</sup> and the grand opening of the renovated museum church will be on June 15<sup>th</sup> at 1 p.m. Almaguin News, all mayors, Vic Fedeli, Anthony Rota & CTV have been contacted to attend. Liz will ask her granddaughter to sing. Linda, Liz & Brenda will bring old fashioned cookies and we will serve lemonade.
  - iii. Pie Day Planning: Norah has sent her regrets so will discuss at the next meeting.
  - iv. Theme for Heritage Day: It was decided that our theme for Heritage Day will be ‘The Day in the Life of a Nipissing Pioneer’. We will have hamburgers for sale. Mary will source pre-cooked burgers; Liz will phone PHU regarding cooking raw meat & ask Tom & Diane Morrow to attend with the popcorn maker. Calls will be put out for the following: Mary – Blacksmith, Maple Syrup & entertainment; Brenda – Weaver; Gladys - Quilter; Butter churning – Liz.
  - v. On Loan Objects Form: The form was sent to all Board members with no issues found so Brenda will send to the museum manager and the chair.
6. New Business:
  - I. Movie – The movie production company has come for a 2<sup>nd</sup> look & will contact us soon.
  - II. School Tour – A North Bay French teacher has called inquiring about a class tour. A date is to be determined.
  - III. Tables - Peter Steele celebration of life will be using our tables on Saturday, June 1<sup>st</sup>.

- IV. Candy Shop Supplies– The candy has been ordered and Liz will bag it. She will pick up the yogurt, water and pop also.
- V. Cleaning/Painting - The cleaning of the Hardware and painting of the porch floor and railing by Dee Scott is almost complete. The manager has cleaned the kitchen and will clean the candy shop before opening.
- VI. Gardening – Liz will call Laporte’s for donated flowers for the front of the museum. We need volunteers to attend to the beds after he is finished.
- VII. Maintenance – James Scott fixed the barber chair and Theresa Lewis has made a ‘School Marm’ mannequin out of the old dress form. Brenda will send thank you cards to both for their generosity as well as a sympathy card to Theresa Funnell, past chair of the Museum Board.
- VIII. Work Projects for Students – Cataloguing, checking loan forms, up-dating file cabinet information, inventory of trunks and altar storage items and reviewing the books in the storage room are all projects that the summer students can work on this summer. Donations from the old Clark House were received and have pictures completed with a numbered item list for cataloging by the manager.
- IX. Powassan Walking Tour: A library intern for the summer has produced a historic walking tour pamphlet for Powassan. It was decided to inquire about partnering with him and possibly making a driving tour pamphlet for Nipissing.
- X. Fair - Kim Bester has asked if we would like to have a table at the Trout Creek Agricultural Fair in August. It is \$20 for a 10X10 space. It was decided not to participate.
- XI. Canada Day Celebrations – Liz will ask the manager to develop a schedule for the museum so 2 students are working on the evening of Sunday, June 30<sup>th</sup> for the Canada Day Celebrations. The museum will remain open until 9 p.m. Liz will let her know and ask Tom & Diane to provide popcorn.
- XII. Picture – It was decided that there were not enough Board members in attendance to take a Board picture this evening so we will reconvene at the museum on Sunday, June 2<sup>nd</sup> at 10 a.m. for this.

7. Next Meeting: The next meeting will be held on Wednesday, June 12, 2019 in the Nipissing Council Chambers.

8. Adjournment: The meeting was adjourned at 8:05 p.m. by Liz Smith and seconded by Brenda Lennon.