

Nipissing Township Museum

Board Meeting Minutes

July 6, 2022

7 p.m., Nipissing Township Community Centre

Present: Liz Moore, Gladys Bateman, Mary Heaseman, Steve Kirkey, Chris Johnston, Brenda Lennon (Zoom), Kris Croskery-Hodgins, Gillian Bernais

1. **Call to Order** – The meeting was called to order at 7:00 p.m. by Liz Moore.
2. **Declaration of Pecuniary Interest** – There were no declarations of pecuniary interest.
3. **Acceptance of Agenda** – The agenda was accepted as presented by Steve Kirkey and seconded by Chris Johnston.
4. **Acceptance of Previous Minutes** – The minutes of the previous minutes were accepted as presented by Chris Johnston and seconded by Steve Kirkey.
5. **Standing Agenda Items**
 - i. Finance – Kris brought forward the expense of a new printer. No questions.
 - ii. Manager’s Report – A motion was put forward by Steve Kirkey and seconded by Mary Heaseman to accept the donation by the Moore family. It was decided that the term ‘surrounding area’ did not need to be defined in the Museum’s mandate because decisions are referred to the Board. Pictures of the Clark family donation will be requested and enquiries made to 250 Clark if it is more relevant to Powassan. South Shore School has used the Museum programming and it was a success. A needs assessment is with the school to ensure the Museum is meeting their social sciences curriculum requirements. The Museum will promote locally made merchandise, but will not sell due to space issues. The Ride for Dad was a success. Canada Day activities were well received. Candy floss was difficult to make and practice required before use. A volunteer in the morning of the event would be helpful in planning for next year.
6. **Business Arising:**
 - i. July 1st Wrap Up – See Manager’s Report above.
 - ii. Summer Activity Planning -
Pie Day: PHU now requires water testing 2 weeks before event to sell home baking. Custard filling/merengue not allowed. Baking at community kitchen. More volunteers are needed.
Heritage Day: Silent auction donations need to be acquired quickly. A letter was sent with a follow up phone call to potential donors asap, as well as Facebook advertising.
Fall Festival/Market: Vendors must bring their own table and there will be no fee for our start up year. Will take place on Saturday September 10th.
 - iii. Music – Rene and Gary White will play from 4-7 p.m. at the Heritage festival; The Jim Houston Band will play at the Fall Festival.
 - iv. Advertising – Flyers have been distributed, posters with all events will be posted. The Township webpage is not ready yet.

- v. Facebook Page – Kris will report back on Township and Museum page.
- vi. Suppliers – Deferred to August meeting.

7. New Business:

- i. Harlan's Hut – Metal roof was put on before there were major problems.
- ii. July Event 2023 – It was left with the members to consider for our next meeting if we should return to a Strawberry Social or remain with a Piefest in planning for next year.
- iii. Banners – These are still being developed and not ordered yet.

8. Decommissioned Collections – These items will be brought to the Board's attention after they are offered back to the donor. If donor does not want, these could be put in the silent auction the following year.

9. Next Meeting – The next meeting of the Nipissing Township Museum will be held on Wednesday, August 3, 2022 at 7 p.m. at the Township Community Centre.

10. Adjournment – The meeting was adjourned at 8 p.m. by Liz Moore and seconded by Gladys Bateman.

Not Approved