

MINUTES

Nipissing Township Museum Board of Management
February 1, 2023

A meeting of the Nipissing Township Museum Board of Management was held on Wednesday, February 1, 2023 starting at 7:00 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, and livestreamed to the Township of Nipissing YouTube Channel.

Present: Councillor Steve Kirkey; Councillor Dave Yemm; Liz Moore; Brenda Lennon; Chris Johnston; Mary Heasman and Gladys Bateman.

Staff: Municipal Administrator-Clerk-Treasurer Kris Croskery-Hodgins, Secretary to the Board.

Disclosure of pecuniary interest: None.

MOTION NUMBER 2023-01

Moved by: Dave Yemm Seconded by: Liz Moore

That we appoint Steve Kirkey as Chairperson of the Township of Museum Board for 2023. **Carried.**

MOTION NUMBER 2023-02

Moved by: Liz Moore Seconded by: Chris Johnston

That the Minutes of the October 5, 2022 Board meeting are approved as circulated. **Carried.**

MOTION NUMBER 2023-03

Moved by: Chris Johnston Seconded by: Brenda Lennon

That the Board meeting schedule for 2023 will be as follows:

March 1, 2023

April 5, 2023

May 3, 2023

June 7, 2023

July 5, 2023

August 2, 2023

September 6, 2023

October 4, 2023. **Carried.**

The 2023 Draft Operating and Capital Budget was discussed by the Board. Figures were provided for a draft submission to Council. A grant application has been submitted to the Trillium Foundation for assistance with foundation repairs.

Dave Yemm put forward that heating of the crawlspace and foundation be a priority for 2023 and going forward.

2023 Museum Manager Position was discussed. The current position description was circulated to members for review. Direction was provided to the Secretary to amend the description to better articulate the duties expected by the Board members for this position. The draft to be provided to the Board at the March 1, 2023 meeting for review. Advertising for the position will begin once the description is approved by Council.

Museum Manager starting date will be Monday, May 1, 2023.

Museum Manager ending date will be Friday, September 29, 2023.

2023 Student positions were discussed. The Federal and Provincial student grant applications have been submitted but no decisions have been received. Advertising for the positions will take place in Spring.

2023 Event Schedule was discussed.

The following events have been planned:

Heritage Day – Sunday, August 13, 2023

Fall Festival – Sunday, September 10, 2023

The Museum will remain open later on July 1, 2023 in conjunction with the Township of Nipissing Recreation Committee's Canada Day Celebrations. A table will be set up in Heritage Park offering candy from the Museum for sale.

Museum Opening Day: Wednesday, May 24, 2023

Museum Closing Day: Sunday, September 10, 2023

Discussion of the Area Museums and Rosseau Road Collaboration will be moved to the March 1, 2023 meeting.

Discussion of the Artifacts/Inventory Priorities will be moved to the March 1, 2023 meeting.

MOTION NUMBER 2023-04

Moved by: Dave Yemm Seconded by: Brenda Lennon

That the Board meeting is hereby adjourned at 8:32 p.m. Next meeting will be held March 1, 2023.

Carried.

Chairperson:

Secretary:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.

Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.

Minutes to be approved by the Board at the next scheduled Board Meeting.