

MINUTES

Nipissing Township Museum Board of Management
March 1, 2023

A meeting of the Nipissing Township Museum Board of Management was held on Wednesday, March 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; Mary Heasman and Gladys Bateman.

Staff: Fire Chief-MLEO-CEMC Will Bateman, Acting Secretary to the Board.

Disclosure of pecuniary interest: None.

MOTION NUMBER 2023-05

Moved by: Liz Moore **Seconded by: Brenda Lennon**

That the Minutes of the February 1, 2023 Board meeting are approved as circulated. **Carried.**

MOTION NUMBER 2023-06

Moved by: Dave Yemm **Seconded by: Mary Heasman**

That we approve the Museum Manager Position Description as amended and request Council approval for the 2023 Season;

And that we approve the Museum Manager Position Advertisement for the 2023 Season as circulated.

Carried.

Wording of the Museum Manager Position Advertisement was amended in paragraph two, requiring revision.

The Museum Manager Position Description was approved as presented during the meeting of the Board.

2023 Student/Additional 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 using a similar format to the Manager Advertisement.

Item 5 on the Agenda, Discussion of Area Museums and Rosseau Road Collaboration will be brought forward at the June 7, 2023 Meeting.

Discussion of 2023 expectations and priorities:

- Procedure to be implemented for Cataloguing of items in the Museum.
- Procedure to be created for photographing artifacts for inclusion with Cataloguing documents.
- Suggestion of a video record of all artifacts brought forward.
- Completing Cataloguing of the Church building artifacts to be set as a 2023 Season goal.
- Inclusion of the Museum events on the Volunteer Recruitment advertising of the Township.

The Board was advised of an opportunity to work with the Recreation Committee for the construction of Bat Boxes at the May 27th opening of the Museum. This will proceed.

MOTION NUMBER 2023-07

Moved by: Liz Moore

Seconded by: Brenda Lennon

That the Board meeting is hereby adjourned at 7:37 p.m. Next meeting will be held April 5, 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.