

MINUTES

Nipissing Township Museum Board of Management
April 19, 2023

A meeting of the Nipissing Township Museum Board of Management was held on Wednesday, April 19, 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; Norah Jackson and Gladys Bateman

Regrets: Brenda Lennon and Mary Heasman.

Staff: Fire Chief-MLEO-CEMC Will Bateman and Municipal Administrator-Clerk-Treasurer Kris Croskery-Hodgins, Secretary to the Board.

Disclosure of pecuniary interest: None.

MOTION NUMBER 2023-08

Moved by: Dave Yemm **Seconded by: Gladys Bateman**

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

Discussion Items:

Museum Manager Position update was deferred to Closed Session.

Student/Staff Positions were deferred to Closed Session. It was noted that the advertisement has not been circulated in the 2023 Spring Newsletter as the actual positions have not been identified.

Steve Kirkey explained the programs being run through the Powassan and District Union Public Library that can be paired with the Museum. Displays, small portable library space, and exchange of promotional material was discussed.

Samples of six different cataloguing documents were provided to Board members. A written procedure to guide cataloguing efforts moving forward is required and will be drafted for Board input at the May 3, 2023 meeting.

A sample of a Museum Strategic Plan was discussed to provide groundwork for the Board. A planning document with assigned tasks will be circulated to the Board members at the May 3, 2023 meeting.

MOTION NUMBER 2023-09

Moved By: Liz Moore **Seconded: Norah Jackson**

That this part of our meeting will be closed to the public as authorized by Section 239(2) of the Municipal Act, 2001, c. 25, for consideration of the following subject matter:

b) personal matters about an identifiable individual, including municipal or local board employee; Reason for closed session is to discuss the Museum Manager position candidates.

Time: 7:22 p.m. Carried.

MOTION NUMBER 2023-10

Moved By: Dave Yemm **Seconded By: Gladys Bateman**

That we resume to an open public meeting. **Time: 7:40 p.m. Carried.**

MOTION NUMBER 2023-11

Moved by: Liz Moore

Seconded by: Norah Jackson

That the Board meeting is hereby adjourned at 7:42 p.m. Next meeting will be held May 3, 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.