

# MINUTES

Nipissing Township Museum Board of Management  
September 4, 2024

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, September 4, 2024 starting at 6:58 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, 2381 Hwy 654.

**Present:** Councillor Steve Kirkey, Councillor Dave Yemm Gladys Bateman, and Mary Heasman.

**Regrets:** Debbie Renette and Rob Serson

**Staff:** Gillian Bernas, Museum Manager; Kim Turnbull, Interim Deputy Clerk, Office Assistant-Intern and, Secretary to the Museum Board.

The meeting was officially called to order at 6:58 p.m. following the establishment of quorum.

## MOTION NUMBER 2024-16

**Moved by: Dave Yemm**

**Seconded by: Mary Heasman**

THAT we approve the Minutes of the Nipissing Township Board Meeting held August 7, 2024 as presented. **Carried.**

## Staff Updates:

- Financial and Visitor Statistics to Date:  
Heritage Day: \$1429.25  
August Revenue \$2393.55  
**Total Revenue to Date - \$3917.33**

## Visitors for the Season: 429

- Building & Maintenance** – Investigating the Rural Enhancement Funding Stream with NOHRC, for the Museum Foundation and including the church windows if it fits within the scope.
- Event Planning:** Discussion on the upcoming event, volunteers and vendors confirmed for Fall Community Celebration, September 14<sup>th</sup>.
- Artifact Status Report** – Cataloguing will resume this coming weekend, with the closing of the Museum to the public and now that the events have been planned for the season. Gillian will be training one of the students on the cataloguing system.
- Exhibit and Strategic Planning** – Planning for 2025 to scale back on the exhibits, introduce more interactive exhibits, develop another route map, add text and images to an exhibit already planned in the Church building.
  - Focus efforts on programs and events going forward, to re-engage the community in the events taking place at the Museum.
  - Test out new program ideas – small themed ticketed events.
  - Provides for fundraising opportunities and can be done throughout the year.
  - Strategic Planning discussion – bring forward ideas to the next meeting to develop a document to guide the Museum into the future and align with the Museum's Program Objectives and Intent.

- Discussion to extend Museum Board Meetings until November and resume meetings in March to allow for continued planning and to begin the meetings at 6:00 p.m. Motion to be brought forward at the next Museum Board meeting on October 2, 2024.

**MOTION NUMBER 2024-17**

**Moved by: Dave Yemm**

**Seconded by: Gladys Bateman**

That the Board meeting is hereby adjourned at 7:40 p.m. Next meeting will be held Wednesday, October 2<sup>th</sup>, 2024 at 6:30 p.m. **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.