

MINUTES

Nipissing Township Museum Board of Management
October 2, 2024

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, October 2, 2024 starting at 6:30 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, Mary Heasman, Debbie Renette and Rob Serson

Staff: Gillian Bernas, Museum Manager; Kim Turnbull, Interim Deputy Clerk, Office Assistant-Intern and, Secretary to the Museum Board and Kris Croskery- Hodgins, Municipal Administrator, Clerk-Treasurer.

MOTION NUMBER 2024-18

Moved by: Dave Yemm

Seconded by: Mary Heasman

THAT we approve the Minutes of the Nipissing Township Museum Board Meeting held September 4th, 2024 as presented. **Carried.**

Staff Updates:

- **Financial and Visitor Statistics to Date:**

Fall Community Celebration: \$1172.30
 \$825.00 from the Pie in the Face Fundraiser
 \$104.00 donations
 \$245.30 – sales from the Gift Shop

Total Revenue for the Season - \$5409.53

Visitors for the Season: 538

This season there was a decrease in the visits to the candy store compared to previous years.

- **Building & Maintenance** – Porch, railings and stages need to be sanded and re-painted next season.
 - Church Sign post to be replaced.
 - Discussion for parking lot maintenance before next season – square up the parking lot, back blade the grass out and add some gravel to level it, as there are areas with puddles.
 - Confirm there is a delineation line on the stairs leading to the office building for visual assistance.
 - Weeding of the walkway.
- **Event Planning:** Thank you to all of the volunteers that participated in the Pie in the Face fundraiser at the Fall Community Celebration.
 - Take Aways from the Fall Community Celebration:
 - Silent auction showed to have better results than a live auction.
 - 4 craft vendors participated at the event, other events occurring on the same day in and around the area.
 - The event was spread out, next year look at partnering with the Recreation

Committee and having a booth at Heritage Park.

○ **2025 Proposed Events:**

- Heritage Day Sunday - August 17th – theme to be determined
 - Continue with the annual event
 - Invite crafters and vendors to this event, rather than a fall event.
 - Themes to be discussed at the November meeting.
- Murder Mystery event – September 27th
 - Based on historical information in the Township.
 - Provide an educational and fun evening with dinner.
 - Event could be hosted at the Museum.
- Remembrance Day Event - November 1st or 2nd
 - Hosted at the Township of Nipissing Community Centre.
 - Bring in an exhibit and speakers.
 - A dinner based on war time recipes, 2 price points (1 – just to come and enjoy the meal, 1 at a lesser cost if you helped to prepare the meal)
 - Suggested to reach out to the Powassan and Restoule Legions for resources and speakers.
 - Contact MP Anthony Rota’s office for contacts for the event.
- Harvest Supper – a ticketed event
 - To take place outside at the Museum in the Fall.
 - A band for the event and a tent to hold the dinner.
 - A rain date would need to be scheduled or host it at the Community Centre in case of inclement weather.
- High Tea in the Gazebo – July 13th
 - A theme for the tea, with food centred around the theme. An event to replace Pie Fest.
 - Discussion to have maple syrup as the theme and have the local producers attend and speak about the history of production in Nipissing. Pancakes were suggested to have at the event.
 - An exhibit to support the theme at the event.

MOTION NUMBER 2024-19

Moved by: Dave Yemm

Seconded by: Rob Serson

THAT the Nipissing Township Museum 2025 Events will be:

High Tea held Sunday July 13th, 2025, Heritage Day held Sunday August 17th, 2025 and Remembrance Day Event held November 1st or 2nd 2025. **Carried.**

- **Artifact Status Report** – Cataloguing has resumed and items are being entered into the Past Perfect software. The cataloguing on the items that were accepted earlier this summer has begun and expected to be completed this month.
- **Exhibit and Strategic Planning** – Discussion about Merchandise options for 2025.
 - Candy sales have declined, sold out of many gift type items.
 - Only 3 books left by Andrew Hines.
 - Looking to re-create the games and posters done this season for sale.
 - Request to bring back merchandise options at the next meeting.

- Strategic Planning
 - Discussion about what the Museum Board would like to see for the Museum moving forward for each of the buildings.
 - Discussion about increasing the square footage of the Office/candy store to allow for a programming space to host small events.
 - Hardware Store & Harland's Hut – lack of insulation impacts the artifacts, investigate elevating the artifacts off the floor and onto platforms.
 - Further discussion at the November meeting on the Draft Strategic Plan with the 2025 budget discussion.

MOTION NUMBER 2024-20

Moved by: Debbie Rennette

Seconded by: Dave Yemm

THAT the Nipissing Township Museum Board change the date of the November 6th, 2024 regularly scheduled meeting to November 13th, 2024, cancelling the November 6th meeting. **Carried.**

MOTION NUMBER 2024-21

Moved by: Rob Serson

Seconded by: Dave Yemm

THAT the Nipissing Township Museum Board amend the start time of the meetings from 6:30 p.m. to 6:00 p.m. **Carried.**

MOTION NUMBER 2024-22

Moved by: Dave Yemm

Seconded by: Mary Heasman

THAT the Nipissing Township Museum Board amend the annual meeting schedule to March to November yearly to allow for event and program planning. **Carried.**

MOTION NUMBER 2024-23

Moved by: Gladys Bateman

Seconded by: Mary Heasman

That the Board meeting is hereby adjourned at 7:40 p.m. Next meeting will be held Wednesday, November 13th, 2024 at 6:00 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.