

# MINUTES

Nipissing Township Museum Board of Management  
November 13, 2024

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, November 13, 2024 starting at 6:00 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, Jane Aultman, Gladys Bateman, Mary Heasman, and Debbie Rennette

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

**Regrets:** Rob Serson

## MOTION NUMBER 2024-24

**Moved by: Dave Yemm**

**Seconded by: Gladys Bateman**

THAT we approve the Minutes of the Nipissing Township Museum Board Meeting held October 2, 2024 as presented. **Carried.**

## Staff Updates:

- **Financial and Visitor Statistics to Date** - financial and visitor information for the season is provided in the October 2, 2024 Minutes, no further information to report.
- **Building & Maintenance** –nothing to report at this time.
- **Event Planning:**
  - Powassan Library invited the Museum to take part in a Holiday exhibit in December.
  - The Museum will also provide an interactive exhibit to the Powassan Library featuring the games that were developed by the students over the summer.
  - **Tea in the Gazebo – July**
  - Featuring a maple syrup theme, local syrup producers are being contacted to participate.
  - Discussion about the having displays and exhibits set up featuring maple syrup production in the area.
  - An open invitation to producers in the area to participate in the event, with a request for a donation of a maple syrup product to be used during the event.
  - Food prep ahead of time featuring maple syrup products.
  - **Heritage Day – August**
  - Discussion on themes for this year’s event.
  - Theme – Building methods and wood working tools for the area.
  - Investigate high schools that may be able to assist with a building model.
  - **Remembrance Day event – November 2<sup>nd</sup>**
  - A drop in event with set time for speakers to present.
  - Exhibits set up around the Community Centre, specific to the history of the Township of Nipissing.
  - Explore options to have the students from South Shore Education Centre involved with

the event.

- Food items – sandwiches and a soup that would reflect wartime rations.
- **Artifact Status Report** – Cataloguing continued through the fall and will be done throughout the winter. All items are being entered into the Past Perfect software.
- **Exhibit and Strategic Planning** - Strategic Planning
  - Discussion and review of the draft strategic plan.

**MOTION NUMBER 2024-25**

**Moved by: Dave Yemm**

**Seconded by: Debbie Rennette**

THAT we approve the Nipissing Township Museum Strategic Plan and submit to Council for approval.

**Carried.**

Discussion of the proposed merchandise and candy for the Museum Gift Shop for 2025.

**TOTAL COSTS FOR PROPOSED 2025 MERCHANDISE, BOOKS & CANDY**

	Total Costs	Potential Revenue	Potential Net Revenue
Books & Maps	\$427.29	\$702.50	\$275.21
Merchandise	\$3,523.12	\$6,010.00	\$2,968.86
Candy	\$825	\$1,400.00	\$574.99
<b>TOTAL</b>	<b>\$4,675.42</b>	<b>\$7,972.50</b>	<b>\$3,779.06</b>

**MOTION NUMBER 2024-26**

**Moved by: Jane Aultman**

**Seconded by: Gladys Bateman**

THAT we approve the Nipissing Township Museum 2025 Budget request and forward to Council for inclusion in the 2025 Municipal Budget. **Carried.**

**MOTION NUMBER 2024-27**

**Moved by: Dave Yemm**

**Seconded by: Debbie Rennette**

That the Board meeting is hereby adjourned at 6:59 p.m. Next meeting will be held Wednesday, March 5<sup>th</sup>, 2025 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.