

# MINUTES

## Nipissing Township Museum Board of Management May 7, 2025

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, May 7, 2025 starting at 6:08 p.m.

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

**Present:** Chair Jane Aultman, Mayor Dave Yemm, Councillor Steve Kirkey, and Mary Heasman.

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

**Regrets:** Debbie Rennette

**Absent:** Gladys Bateman

Disclosure of pecuniary interests – none

Dave Yemm recognized National Volunteer Week in Canada that took place from April 27 – May 3, 2025. This year's theme focused on Volunteer's Make Waves.

### **MOTION NUMBER 2025 - 09**

**Moved by: Steve Kirkey**

**Seconded by: Dave Yemm**

That we approve the Minutes of the Nipissing Township Museum Board Meeting held March 5, 2025, as presented. **Carried.**

### **Staff Updates:**

- **Building & Maintenance**

- Advised the Board that the parking lot area was squared off, grass pulled up and 2 loads of gravel added today by our Public Works Crew.
- Steve has offered to treat the weeds in the walkway and add sand to close up the cracks to prevent weed growth.

- **Event Planning 2025 Proposed Events:**

- Tea and Talk Event has been advertised on Facebook and North Bay Now.
- Nipissing Township Museum, has been invited to participate at the SummerFest event, hosted by the Commanda Museum on July 26<sup>th</sup>.
  - A great opportunity to share a historical event, for staff and board members to participate and to showcase the Museum.
  - Inquiry to confirm if there is a cost to participate, Gillian indicated the Museum was invited to participate in the event.
  - Discussion to close the Nipissing Museum for the day to allow all staff, including the students to participate in the event. A motion for the next meeting.
  - Request to borrow a pop-up tent from the Fire Department for the event.
- Discussion about inviting the Commanda Museum to participate in Heritage Day on August 17<sup>th</sup>, 2025. A motion for the next meeting.

- **Artifact Status Report** – Cataloguing into PastPerfect has been paused at this time during exhibit planning.
- **Exhibits:**
  - The exhibit has been prepared for the Powassan and District Library for the months of May and June, featuring the games developed last year by the students, along with the exhibit.
    - The exhibit will feature the snakes and ladders game, habitats of Nipissing card game and an exhibit themed around Lake Nipissing.
    - A feedback form will be provided at the library for those using the games.
    - Brochures and promotional material will be available at the library featuring upcoming events for the 2025 Museum season.
- **Strategic Plan Update**
  - Advised the Board on items that are ongoing as part of the Strategic plan and those that have been completed.
  - Going forward a progress report will be provided on the progress of the Strategic Initiatives.
  - The Strategic Plan will also be formatted to feature pictures of the Museum, events and artifacts to be shared with Council.

#### **MOTION NUMBER 2025-10**

**Moved by: Mary Heasman**

**Seconded by: Steve Kirkey**

That the Board meeting is hereby adjourned at 6:30 p.m. Next meeting will be held Wednesday, June 4, 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.