

**NIAGARA FALLS BOARD OF MUSEUMS**  
**Thursday, 20 September, 2007, 7:00 p.m.**  
**Lundy's Lane Historical Museum Board Room**  
**MINUTES**

**Present:** Gordon West (Chair); Tony Caruso; Margaret Dunn; Dino Fazio; John Harkness;  
Don Jackson; Margaret Mingle; Daniel Rodrique  
**Staff Present** Kathleen Powell, Museums Manager; Deborah Legge, Recording Secretary  
**Regrets:** Marie Henry  
**Observers:** Joe Caruso

G. West, as Chair, called the meeting to order at 7:04 p.m.

**Minutes:**

- a) In the Business Arising Section, Item (d): T. Caruso requested the correction that his name be listed as contact for all Youth Committee correspondence.
- b) In the Business Arising Section, Item (c): D. Rodrique disagreed with comments included in the Minutes regarding conflict of interest issues.

**MOTION: That the Minutes of the meeting of Thursday, 19 July, 2007, be adopted as amended.**

D. Fazio/T. Caruso  
Carried

**Business Arising:**

- a) **MOTION: That Minutes be taken properly and not by assumption.**

T. Caruso/D. Rodrique  
In Favour: 2  
Opposed: 6  
Motion Defeated

- b) Strategic Planning Questionnaire: K. Powell reminded Board members to complete the Strategic Planning Questionnaires previously distributed and return them to her to compile the information. These are the same questions considered by the previous Board approximately three years ago, to be discussed with a facilitator at a future date not yet determined.

**Subcommittee Reports**

- a) Fundraising:

- (i) D. Jackson distributed copies of the Legacy Wall brochure, together with notes taken at a recent joint Fundraising and Marketing Subcommittees meeting. Before printing, the name on the sample plaque will be changed because of the withdrawal of the original subject family's approval. These brochures will be printed in buff card with black print and distributed together with return envelopes, reply cards and receipt books, to local funeral homes.

- (ii) The Fundraising Subcommittee discussed the matter of the change of the name of Lundy's Lane Historical Museum. They have drafted a letter to heritage groups etc. for their support. A new logo was also discussed but nothing concrete has resulted as yet.
- (iii) In-kind donations for the new native exhibit: A revised form has been adopted by the museums which will provide a clearer more comprehensive way of proposing new projects. Staff will now have a definitive idea of what the Board will need to go and find sponsorships. K. Powell has a list of what is needed for the native exhibit.
- (iv) The Subcommittee has assigned City Councillors to be approached by Board members to keep them up to date on matters concerning the Museums.
- (v) A quote for the Legacy Wall materials has been obtained from a local printer.  
**MOTION: To approve the expenditure of \$572.13 plus tax for 1000 copies.**

D. Rodrigue/J. Harkness

Carried

Photos of similar walls in museums elsewhere in the province were presented and discussed.

- (vi) K. Powell and D. Jackson have identified a temporary wall within the Lundy's Lane Historical Museum, immediately on the left side as you enter the main door, where bulletin board is now.  
**MOTION: To approve the expenditure of \$524.42 plus tax for the supply and installation of a frosted glass display.**

M. Mingle/T. Caruso

Carried

There followed discussion of advertising the Legacy Wall in the Niagara Falls Review in a series of weekly ads to be launched with an interview feature.

**MOTION: To pay for the advertisements from the Mustang Raffle account.**

M. Mingle/D. Fazio

Carried

b) Armoury

- (i) M. Dunn reported that the Niagara Military Museum has been asked by Council prepare a business plan reflecting their wish to be sole tenant of the Armoury. Their request will go to Council on Monday, September 24.
- (ii) Painters are in the process of painting the interior of the building.
- (iii) If the Niagara Military Museum gets permission to use the whole building, the second floor will have to be completed and an elevator installed in accordance with City accessibility requirements. The cost of an elevator was discussed.
- (iv) T. Caruso questioned the status of the crumbling bricks. K. Powell advised the funds were not available to repair the bricks, but that the matter would not delay occupancy.

- c) 1812-2012 Task Force: This group is awaiting budget requests from all of its subcommittees before funding requests can be made. G. West advised that working volunteers are urgently required to work on the Queenston Heights reenactment coming up this October 13, as well as all activities during the bicentennial celebrations. D. Jackson, D. Fazio and M. Mingle volunteered to help serve lunch at Queenston next month..
- d) Youth Committee: T. Caruso advised the Subcommittee was ready for recruitment and wants to meet with the Marketing Subcommittee about promotions to schools and the media.
- e) Marketing: M. Mingle reported that K. Powell and K. Windsor went to Detroit on Labour Day weekend to do Arts Beats and Eats, a large marketplace event. It was generally viewed as a successful endeavour worth doing again. The Marketing Subcommittee will meet on Thursday, September 27 to prepare for the budget.

### **Correspondence**

- a) Ministry of Culture: a substantial increase has been received from the Community Museums Operating Grant (CMOG) operating grant this year; this was part of an across-the-board increase for museums province-wide. The increase can be attributed to campaign from the Ontario Museum Association and all museums and city councils that sent letters. The Board of Museums will send a thank-you letter to the Ministry advising how this money will be spent (on the Hydro and Native exhibits), but to advise that it still does not meet the regulated amount. The timing of this letter was discussed in view of the upcoming provincial election.

### **Manager's Report**

- a) A successful series of outreach children's programming was completed in July and August at libraries in Fort Erie, Wainfleet and Welland.
- b) Arts Beats and Eats was a good experience.
- c) The upcoming Dianne and Donald Graves lectures were discussed. A donation of wine for the event is being solicited. Our portion of the proceeds from the lectures will go to the Bicentennial project. Board members are encouraged to attend.

### **2008 Budget**

- a) The Board of Museums will present its 2008 budget to Council on October 10.
- b) There are slight increases in Museums operating funding for this year; the Armoury, and 1812 Task Force. The proposed budget was discussed.

**MOTION: That the proposed 2008 Budget be approved as presented, subject to the amount budgeted by the 1812-2012 Task Force Marketing Committee.**

D. Jackson/J. Harkness  
Carried

### **New Business**

- a) There was discussion regarding the former Loretto Academy.

- b) T. Caruso declared a leave of absence for month and a half as he will be out of the country.
- c) 2007 Volunteer Recognition Awards: A number of candidates were discussed.  
**MOTION: That the Board of Museums nominate K. Warren for the individual award and K. Dill of Brock Ford for the corporate award.**

D. Fazio/D. Jackson  
Carried

- d) Wreaths for Remembrance Day will be ordered for services at both the arena and Chippawa. G. West will present the wreath at the arena, and J. Harkness will present at Chippawa.
- e) The Board of Museums will pursue its grant application to the Casino for funding for the native exhibit as the CMOG funding will now meet their requirements.

**Adjournment:**

**MOTION: That this meeting be adjourned at 9:18 p.m.**

G. West  
Carried