

NIAGARA FALLS BOARD OF MUSEUMS
Thursday, 17 January, 2008 - 7:00 p.m.
MINUTES

Present: Gordon West (Chair); Margaret Dunn; Dino Fazio; Marie Henry; Don Jackson; Margaret Mingle; Daniel Rodrique

Staff Present: Kathleen Powell, Museums Manager; Deborah Legge, Recording Secretary

Regrets: Tony Caruso; John Harkness

G. West, as Chair, called the meeting to order at 7:02 p.m.

A video was shown from Cogeco's "*Keeping In Touch*" of an interview with Don Jackson about the Legacy Wall.

Election of Executive

MOTION: That the Executive remain as it was last year.

M. Mingle/ D. Fazio
Carried

Minutes:

MOTION: That the Minutes of the Meeting of Thursday, 15 November, 2007, be adopted as distributed.

M/Dunn/D. Jackson
Carried

Motions approved at December dinner meeting –

MOTION: That the staff move forward with the restoration of the floors at the Willoughby Historical Museum with the low quote from Ontario Clean-All of \$2380.00 plus GST.
and

That the staff move forward with the purchase of conservation supplies for the Willoughby Historical Museum as per the 2007 operating budget.

D. Rodrique / J. Harkness
Carried

Matters Arising

There were no matters arising.

Subcommittee Reports

- (a) Fundraising: D. Jackson suggested that Fundraising will be the most active Subcommittee on this Board until the completion of the expansion. He distributed a handout of activities of the subcommittee since the last report:
- (i) The unveiling of Legacy Wall and accompanying newspaper articles. That same night G. West, K. Powell & D. Jackson presented to City Council. D. Jackson and G. West did a televised presentation for Cogeco. Seven advertisements were placed in the *Review* prior to Christmas for the Legacy Wall; these ads did not result in as many calls as were anticipated.

- (ii) The Subcommittee sent correspondence to twenty different heritage groups about the expansion and consideration of a change of name for the Lundy's Lane Historical Museum; to his knowledge there has been no negative response, some positive responses are on file.
- (iii) K. Powell's article in the latest issue of Museums' newsletter highlighted the Legacy Wall.
- (iv) D. Jackson was interviewed by Nancy Eidt for her weekly *Review* article, about the Legacy Wall.
- (v) The Subcommittee met last week with a large agenda and will meet regularly on last Thursday the month. The 1812 Task Force Infrastructure Subcommittee met January 16; a reasonable handle on costs of infrastructure was established, to include signage, interpretive plaques, land acquisition, demolitions, etc. The next full Task Force meeting is on January 24.
- (vi) K. Powell is looking into funding possibilities: the Public Infrastructure Investment Initiative can be applied for through the municipality for full project funding. The deadline is tight: February 15, and she has a call in to J. MacDonald at the City to inquire as to the possibilities related to the grant programme.
- (vii) A contact management software package has been purchased for the fundraising campaign.
- (viii) D. Jackson stressed how vital it is that every Board Member and every Staff Member contribute to the fundraising campaign. Privacy issues and levels of donorship were discussed.

(b) Feasibility Study

- (i) Draft Architectural drawings of the concept update were distributed and discussed. More detailed renderings will be ready for the upcoming Municipal Heritage Committee meeting. New plans show the old building standing more prominently separate from the addition. Expansion effectively doubles size of building to *ca.* 30,000 square feet over three floors.
- (ii) Museum will have no parking of itself, but would have to use Sylvia Place and the Market.
- (iii) The Queen Victoria Fountain would be moved, and the rear of the building would be landscaped.
- (iv) The expansion is designed to allow for future expansions by future Boards. Green technology will save running expenses and help with government grants.
- (v) The cost includes architectural design costs and an exhibit designer to design and build new exhibits, but not an interpretive planner: \$9.7 million. Added to that, roughly \$2 million for all of the legacy projects for the Bicentennial, the aforementioned grant application will be for \$12.5 million for everything in the Lundy's Lane Battlefield Legacy Project.
- (vii) The timeline for the expansion project is very tight. Construction has to start in January 2010; moving backwards through tendering of the project, construction

drawings, design stages, we need the money committed now. M. Mingle advised she will be prepared to introduce a motion to the Municipal Heritage Committee suggesting that Municipal Heritage Committee endorses the project.

(c) Armoury Ad Hoc

There was nothing new to report.

(d) Taskforce

- (i) There is an upcoming Task Force meeting next week. The last meeting clarified the Task Force's role: as a working committee, not an advisory committee.
- (ii) Support is requested from everybody on this Board for the Gala event in November, 2008. Discussion ensued regarding the Festival of Lights and promotion.
- (iii) The Legacy Council went to the Region for funding to pay for a staff person to start planning the Regional celebratory activities, and the Prov Government is beginning to look at their role in the activities.

(e) Youth Committee

- (i) K. Powell advised she has received one application to the Committee and one information request.

(f) Marketing

- (i) M. Mingle reported on events she expects this Subcommittee will be involved in in the coming year.

Correspondence

- (a) Notice of Heritage Niagara's 1812 Award Dinner on 14 June 2008, requesting nomination of a worthy heritage leader in the community.
- (b) Niagara Black History Association reply supporting the name change.
- (c) Ministry of Citizenship and Immigration letter regarding their 2008 volunteer programme and the new June Callwood Outstanding Achievement Award, requesting nominations.
- (d) Niagara Falls Public Library letter supporting the name change.
- (e) Christmas cards from Parks, Recreation and Culture and from T. Caruso.
- (f) Notification of public meetings related to an Official Plan amendment to change the zoning of the battlefield park from Tourism Commercial to Open Space. Discussion ensued.

Manager's Report

- (a) Distributed
- (b) December's numbers are down.
- (c) Financial information is still draft, as a few charges are still being made to the 2007 year. Books will be sent to audit within a few weeks.

- (d) There will be an opening reception soon for the new hydro exhibit, which will be completed tomorrow. There was discussion of the reception and sponsorship.
- (e) K. Powell has been invited to participate in a dinner with the Minister of Tourism next Thursday. She will talk about the Bicentennial celebrations as much as she can.

New Business

- (a) M. Mingle suggested at the Task Force Marketing Committee that the sale of history books at the Museum be promoted.
- (b) The City Clerk has inquired about insurance and the value of the Museums' collection. The Board discussed insurance, security and appraisal issues, and requested that K. Powell prepare a report of evaluation of the collection and scenarios for loss/damage.
- (c) M. Mingle reminded the Board of Heritage Week February 15, 16, 17 (Friday, Saturday, and Sunday). The Municipal Heritage Committee and this Board are once again working on the Heritage Festival at Niagara Square. Board members are encouraged to volunteer their services that weekend.
- (d) K. Powell has joined the Heritage Subcommittee of the Niagara Regional Cultural Committee, and will update the Board with issues that effect the Board of Museums.
- (e) M. Henry apologized a mix-up of invitation letters to the Willoughby Historical Society's anniversary celebration.
- (f) G. West reintroduced motions made at Christmas Party.

MOTION: To give K. Powell permission to approve expenses up to \$5000, including emergency funding, for budget-approved items.

D. Rodrique/D. Jackson
Carried.

- (g) The owner of the former CIBC building on the corner of Main and Ferry has offered to make the building available to the Museum for rent or purchase. Discussion ensued and it was decided to receive and file the correspondence.
- (h) K. Powell suggested the Board revisit membership costs and benefits, and members discussed various options to increasing member numbers.

Adjournment

MOTION: That this meeting be adjourned, at 9:04 p.m.

D. Fazio/M. Dunn
Carried