

NIAGARA FALLS BOARD OF MUSEUMS
Thursday, June 21, 2007
MINUTES

Present: Gordon West (Chair); Tony Caruso; Dino Fazio; John Harkness; Marie Henry; Don Jackson; Margaret Mingle; Daniel Rodrique

Regrets: Margaret Dunn

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

Observers: Garry Beck Jr., Garry Beck Sr. , Jim Doherty, Andrew Little

Gordon West, as Chair, called the meeting to order at 7:00 p.m.

MINUTES:

- a) T. Caruso requested that Item (a) of the “Minutes” section of the Minutes of Thursday, May 17, 2007, be changed to read: “ it was stressed that the nature and procedure of Board of Museums Minutes follow those of City Council and Robert’s Rules”.

Motion: That the Minutes of the Meeting of Thursday, May 17, 2007, be adopted as amended.

D. Fazio/T. Caruso
Carried

BUSINESS ARISING:

- a) The architects are working on the Feasibility Study, and are currently awaiting advice from the City regarding parking.
- b) There has been no further contact with the U.S. researchers regarding the swatch of Battle of Chippawa uniform cloth.
- c) G. West reminded the Board that Museum Membership is due from those who have not submitted yet. Forms have been included in this meeting’s packages.

SUBCOMMITTEE REPORTS

- a) Fundraising: At the subcommittee meeting earlier this evening, the funeral directors’ suggestions regarding the Legacy Fund were discussed. Notes of the meeting will go to representatives of the four funeral homes in the City for their input, and the Subcommittee will report back to the Board on their progress at a later date. D. Jackson attended a fundraising workshop earlier this week in Toronto.
- b) Armoury Ad Hoc: In M. Dunn’s absence, G. West reported on a meeting of this subcommittee earlier this week. The Subcommittee has put together an update for City Council on progress in the Armoury facility to date. Copies of the letter to be mailed to Council tomorrow (June 18) were distributed to the Board and discussed.

T. Caruso expressed concern that members of the Niagara Military Museum were not notified of a recently scheduled meeting with the City Solicitor and that he, as a member of the Board of Museum's Armoury Subcommittee had only learned of the meeting after the fact. The meeting in question was set up by the City Solicitor's office. It was indicated that the meeting did not actually occur and will be rescheduled. It was agreed that all Armoury Sub-Committee members be invited to any future meetings with the Board of Museums, Niagara Military Museum, City Solicitor and City Staff.

T. Caruso also expressed concern that the Niagara Military Museum had been sent correspondence from the City Solicitor's office with their organization's name incorrect, which he felt was offensive and disrespectful. T. Caruso felt that the Board of Museums should send a letter to the City Solicitor requesting that future correspondence be addressed to the correct organizational name. After a lengthy discussion it was resolved that G. West, as Chair of the Board of Museums, would contact the City Solicitor personally to express the feelings of members of the Board toward this communication issue.

T. Caruso requested information regarding expenses incurred on the building thus far and budget reserves and was advised that monies involved in the maintenance of the building were accounted for in the City's general maintenance expenses and not the Board of Museum's and that Museums staff have requested this information from City staff but have not yet received an answer.

T. Caruso specifically requested information regarding the cost to replace the roof on the Armoury building. G. West indicated that the roof expenses were incurred before the Board of Museums became responsible for the building and that the Board was not privy to that information.

- c) 1812-2012 Task Force: This group has not met since the last report to the Board. Discussion ensued regarding subcommittee meeting scheduling and attendance. The next meeting of the Task Force will take place on Thursday, June 28, 2007.
- d) Youth Committee: T. Caruso and K. Powell have not met to discuss the cover letter and advertising poster for this committee. T. Caruso was given a draft of these documents before the meeting and had not had time to look at them in depth but indicated upon quick inspection that they looked okay. T. Caruso and K. Powell will arrange to meet and look at these drafts.

CORRESPONDENCE

- a) Copies are included in Board packages of an e-mail from Mr. B. Foley to the Mayor and Council. G. West suggested that Board members read and file them.
- b) Letter from Councillor J. Wing regarding the Main & Ferry BIA.

MANAGER'S REPORT

- a) Copies of the Manager's Report were distributed.

NEW BUSINESS

- a) Battle Ground Hotel Museum Maintenance: Discussion of exterior paint/whitewash problems at the Battle Ground Hotel Museum. G. West will consult with paint experts; M. Mingle expressed the concerns of the Municipal Heritage Committee; and D. Rodrique suggested that a volunteer work programme would offer a valuable public relations opportunity. G. West will to put together a proposal for painting with the assistance of a local paint supplier. A deputation to the Municipal Heritage Committee outlining the scope of the work will be required before any work is begun.
- b) Armoury: Discussion of the issue and cost of repairing hazardous spalling brick from the second floor window level of the Armoury. These repairs are not reflected in the current budget. K. Powell will look into getting a couple more contractors to provide a quote for the work.
- c) Banking:
Motion: That signing authority on the Board’s Bank Accounts be changed from P. McKenna to M. Dunn.

T. Caruso/D. Jackson
Carried
- d) Manager’s Spending Authority:
Motion: That the Museums Manager’s spending authority be increased from \$800 to \$1,000.

D. Fazio/J. Harkness
Carried
- e) Lundy’s Lane Historical Museum Maintenance:
The back porch steps have been replaced, but water continues to pour down from the rear porch which is in desperate need of replacement. Issues concerning the replacement of the rear porch will have to go the Municipal Heritage Committee for approval before any work is completed.
Motion: To remove the existing roof, replace it with another structure that will extend to cover the stairway, add a support post, paint the structure to match the existing building, and clean up.

D. Rodrique/M. Henry
Carried
- f) Arts & Culture Committee Wall of Fame:
Motion: To nominate Wilma Morrison to the Arts & Culture Committee’s Wall of Fame.

M. Mingle/D. Fazio
Carried
- g) Volunteer Recognition: D. Jackson suggested the Board consider K. Dill at Brock Ford as its corporate nomination in this year’s Volunteer Recognition Awards for his work and in-kind donations regarding the Mustang.
- h) Website: T. Caruso requested that the By-law notation be changed on the Museums website to reflect the City’s change from three- to four-year Board terms. K. Powell will make any changes, if possible.
- i) T. Caruso read a written statement pertaining to his feelings arising out of a private e-mail from another Board member.

- j) Rural Roots Fair: Board members are encouraged to attend the Rural Roots event at the Willoughby Historical Museum this coming Saturday, June 23. Assistance is needed at various stations throughout the fair.
- k) Canada Day: The Museums will once again have display at the Canada Day festivities at Optimist Park. Board members are encouraged to attend and participate.
- l) R. Redmond Memorial: The Ruth Redmond Memorial event took place last Saturday (June 16). K. Powell reported that Miss Redmond's sister was pleased with the event but was concerned that the park is not yet completed. Accolades to K. Powell and staff for the handling of the event were expressed.
- m) Willoughby Logging Wheel Maintenance: M. Henry requested that the Board send a letter of thanks to those responsible for painting the logging wheels at the Willoughby Historical Museum: D. Ede, R. Lowe, S. Byers-Ogilvie, and S. Nicholson.

ADJOURNMENT

Motion: That this meeting be adjourned at 8:38 p.m.

D. Rodrique
Carried