

Minutes
St. Joseph Island Museum Board
Village of Hilton Beach Municipal Office
Monday March 25th, 2024
7:30 pm

Present: Lavera Crack, Barry Elliott, Tanna Elliott, Val Fiegehen, Carrie Kennedy-Uusitalo

Absent with Regrets: Karen Mascardelli, Dana Stevens, Janet Callahan, Greg Senecal

Agenda: Accepted as presented by Tanna, seconded by Barry, carried.

Minutes: Unavailable

Curator's Report

Carrie reported that the Museum was contacted last fall by Bil and Stella Trainor, they would like to donate a building from their property in the Village of Hilton Beach to the Museum in exchange for a tax receipt. Carrie and Barry met with Bil to look at the building. It is 16x14 in size, sound shape, wired, almost finished inside and approximately 8-10 years in age. Carrie was to seek out feasibility both strategically and financially if the building could be moved. This building would make a great addition to the Museum site. Carrie contacted Karhi's Contracting and hadn't heard back from them. Barry volunteered to look into this and hopefully receive a quote for the move.

Last fall Carrie mentioned that she would like to change the Log of Recognition donation program. Currently individuals donate and place a plaque in the barn. The Museum uses the donated funds but a fair share gets used up with the engraving of the plaques. She would like to see a tangible item purchased to be used by visitors. She suggested the purchase of benches, the grounds are in desperate need of benches, Carrie contacted local Tenby Bay Treasures and they provided a quote of \$475 per bench (4 feet long, finished and treated). Carrie suggested redoing the membership form and asked for help for the wording on this, Tanna volunteered to assist.

Last fall Carrie asked permission to purchase material and have more costumes made since the Old Time Photo Booth was such a hit with visitors. She purchased material and dropped off to Gail Murdock. Gail will contact Carrie when the costumes are complete.

The Museum is again in need of some new signage. Each building needs a new information sign indicating its age and some brief historical information about it. Also visitors park in the back and Carrie feels a sign on the drive shed is needed to indicate that they need to check in at the Admissions Building and pay before they tour. She

noticed people tend to tour without paying. She had the information prepared in a package and asked Gord Hawdon to give her a quote.

Currently the Museum computer has a virus. It was purchased in 2018. Carrie suggested due to its age an upgrade is needed. She suggested the purchase of an iPad, its user friendly and she already uses her personal iPad daily for work. It was suggested to include the purchase of an iPad and case in the budget.

The Museum still needs to work on and complete job descriptions for the Curator, students and maintenance position. Carrie suggested having a manual with all vital Museum information in it once complete.

The Curator wage was discussed, it was decided to align rate of pay with township administration positions.

Tanna moved to increase the Curator wage to \$25 per hour from \$21.50 with the same amount of weeks per season, Lavera seconded, carried.

Old Business

Repairs and maintenance list for 2024 needs to be made. Tanna presented the idea of completing a 5 year plan for each building and the grounds of the Museum. The Board agreed this was a good idea and necessary. It would be a working document, easier to allocate funds, know where to budget and how much fundraising would be needed to complete maintenance. Tanna volunteered to work on this alongside Carrie and Barry.

New Business

Canada Summer Employment Grant update, Tanna completed the grant, the ask was for 3 students.

Lavera would place the job ad in the Island Clippings in April and state pending funding. The interview team would consist of Carrie, Tanna and Lavera. Barry volunteered as alternate for committee. Interviews would be planned for early May likely on a Saturday. 2023 summer student Lauren Ouellette has applied for this season and due to her location in Sault Ste. Marie the Board would be willing to conduct a telephone interview with her.

Possible grant through the Trillium Fund was mentioned but Lavera contacted the township regarding it and discovered that the municipality would have to apply and they are only allowed one grant through that program.

Correspondence

Patricia Duma from Anipich Rocks contacted Lavera and requested to use a display case at the Museum for information and display about puddingstones. Carrie liked the idea, Lavera would contact Patricia and she would work the details out with Carrie. The only caution Carrie saw is that she would like to know what direction the display was going to go in, as a public Museum wording has to be careful and politically correct.

Lavera was contacted by a young student looking to volunteer. She would pass on the contact information and volunteer times with Carrie could be arranged.

Museum Board and appointments and elections of directors took place.

Lavera was willing to remain in the Chairperson position but recommended a Co-Chair position be added to assist her (due to her limitations with her eyesight) she named Tanna Elliott to the position, Tanna accepted.

- Barry Elliott will remain in the position of Vice Chairperson.
- Erica Pollock will remain as Treasurer
- Carrie Kennedy-Uusitalo will remain as Secretary.

Lavera contacted Jocelyn Township regarding the vacancy on the Board. She suggested that two people may be appointed. Reeve Henderson appointed Janet Callahan and Judi Dukes to fill these positions.

Budget for 2024 was reviewed and set.

Meeting adjourned at 9:22

Next meeting Monday April 29, 2024.