

Draft Minutes
St. Joseph Island Museum Board
Village of Hilton Beach Municipal Office
Monday September 30th, 2024

Present: Judi Dukes, Tanna Elliott, Lavera Crack, Val Fiegehen, Janet Callahan Carrie Kennedy-Uusitalo

Absent with regrets: Karen Mascardelli, Barry Elliott, and Greg Senecal

Agenda accepted as presented by Tanna, seconded by Janet, carried.

Minutes accepted as presented by Janet, seconded by Tanna, carried.

Dana Stevens has submitted her resignation verbally, Lavera made mention that Dana had been on the board for 40 years, her grandfather Ralph was an original founding member of the Museum and there has been a member of the Nelson family on the Board since then. The Board collectively agreed to acknowledge her service by sending her a card, writing publically to thank her in a Museum Moment and providing her with a lifetime Museum Membership.

Carrie presented her season end Curator report. She noted the success of the new “Enrichment Fund.” The goal was to purchase benches for the grounds, two were purchased in July and if there was enough money in the fund to purchase two more benches from local business Tenby Bay Treasures.

Motion to purchase two more benches moved by Tanna, seconded by Judi, carried.

Carrie reported that it was a successful year in terms of Memberships purchased, 60 sold up from 52 last year. It was also a successful year for donations and attendance to all events held.

She brought up the events and wondered if we should try changing dates and times. Currently the two main events are held on Sundays. She suggested Heritage Day moved to a Saturday and Teddy Bear Picnic to a Thursday. The time for each event has been moved to start at 2 pm. She noted that due to the lack of shade on the grounds that a later start time and shortened event time be beneficial. It was also noted that shade tents must be purchased for next year.

- The August Anne of Green Gables Reading Series for children was a success and each week between 12-20 children attended. This program will continue in the same format next season.
- The Pioneer Day Camp was also well attended. Board members assisted her with this day as it had numerous attendees.
- Maintenance that was completed this year included a garbage box that was built, painting and changing of a couple exhibits. Carrie noted how helpful the casual maintenance position continues to be.
- She also reported that the student manual will need some updating regarding dress code. She noted that there were some violations of the dress code policies, so clarification will be needed in the manual and it was suggested that the Board provide examples of unacceptable and acceptable clothing and shoes.

Carrie also has suggested hosting a Children's Fall Fair at the Museum. She noted how important Fall Fairs were to homesteading communities and would like to focus on that aspect. The Board thought this could be a great idea and she would do the proper fact finding, set up the event etc. and report back in the spring and it could proceed from there.

- Carrie has booked the Old Town Hall November 2 and she will instruct a Christmas Wreath Making Workshop. Each participant will pay \$45 and make their own wreath and refreshments will be provided. Board members will assist her with this class.
- Carrie has created a new brochure and brought a sample to the Board, she will search printing costs in the spring.
- Carrie wondered if she should start a project of transferring materials from the archives onto sticks/internet etc. as currently the materials are disorganized and hard to read. She would transpose the handwritten materials into easier to read typed and organized. The Board agreed this is a worthwhile project and wondered if there was a grant that the Museum could apply for so this could be worked on after the season.

Old Business

- Kentvale Store update, Carrie reported that a salesperson dropped by the Museum that David Kent spoke with at the Home Show, he provided a sample and brochure of the siding for the store. Barry will take the lead on this project and report back with cost of materials and cost of labour.
- Carrie stopped in Karhi Contracting and was assured we are top of the list for the moving of the Bunkie, she is waiting to hear from them.
- The Assessment Management Committee consisting of Tanna, Carrie, Janet and Judi will meet at the Museum Tuesday October 8th to begin the process of compiling the information from each building.

New Business

The Canada Summer Grant has been finalized, paperwork completed and sent.

Job descriptions and policies need to be worked on and approved. Carrie will begin to compile the information and in January a small subcommittee will be formed and a proper manual of all important Museum documents will be created.

The Museum will be open for the Country Road Open House this year on Saturday October 5th and Sunday October 6th, from 10-5. Admission is by donation and Board members will assist Carrie.

October 26th Lavera will bring some cookbooks to sell while she runs the canteen at the Lion's Club Fundraiser at the Witches Dance.

Next meeting at the call of the Chair

Meeting Adjourned at 9:30

