

Creston Historical and Museum Society

Meeting Minutes

Tuesday February 13, 2024

Present: Tammy, Ian, Brenda (Rec. Sec), Jim (VP), Todd (Treasurer), Bunny via distance

Regrets: Jason(Pres.)

Jim acting as chair called the meeting to order at 6:04.

Review and Acceptance of Meeting Agenda: Brenda motioned to accept the agenda, Ian seconded. Carried Unanimous.

Review and Acceptance of Meeting Minutes from January 9: Brenda motioned to accept the meeting minutes, Bunny seconded. Carried Unanimous.

Old Business:

- **Financial Report: Todd/Tammy:** Of note is the cost of Insurance which is very high and the Worksafe cost at \$484 is for the entire year. Otherwise no questions or concerns regarding the budget figures as presented. Bunny motioned to accept the financial report, Ian seconded. Carried Unanimous.
- **New Accountant:** Emails were sent to Denne Ahlefeld, Apex and Lenke Pellikan who is new in town. Responses were received from Denne and Lenke and they both came in very close. For Denne a typical engagement is about \$1200 and hourly book keeping is \$70 to \$75 an hour and payroll for one employee is around \$50 per month. Lenke's rates were very much the same. However, she has a background in *not for profit* and she works from her home. Todd and Tammy have had a lengthy conversation with her and feel she is the one the Museum should go with. At this point it was agreed we pay by the hour and see how it goes. Todd and Tammy will manage the payroll and Lenke will do the double checking for errors. Todd motioned to hire Lenke Pellikan, Bunny seconded. Carried Unanimous.

- **Collections Management Software/Grant Funding:** Argus is the best and Cadillac of the software out there but it is hugely expensive at \$22,000. It would be a 3 year term with full support. There are other options and one is Collective Access with no support and the other is called Catalogue which runs about \$50 per month. It looks much the same as Collective Access but the support looks fairly robust and they have active developers but not a lot of customization but they would work on the next iteration for everyone involved. One downside is that the system cannot handle audio and video databases however the Museum would not be doing a lot in these areas. Tammy will set up a demo for the Board before a decision is made to purchase.
- **Report on recent meeting with Mayor & RDCK:** Tammy and Todd said no specific plans were discussed only that the Board was working hard to ensure everything is back on track. Normally this group gives the Museum about \$125,000 per year for operating costs. This amount apparently is tied to the consumer price index. The cheque is normally delivered to the Museum in August.
- **Google Workspace & Lou Knafle's request for compensation:** Jason has forwarded an email from Lou indicating that when Lou became Treasurer he purchased the Google workspace for the Museum monthly with his own funds and would like reimbursement. Todd said they cannot find anything that suggests Lou has done this. Brenda offered to speak to Lou directly to see what he did and if he has any paperwork/bills or amounts so that we can deal with this issue.

New Business:

- **Formation of Nominating Committee:** Jim asks if we have set the date for the AGM yet. Following a discussion it was agreed that the date will be Saturday April 13 at 2 PM. We need a larger space than the Carr building. Suggestion is that we utilize the hall at Trinity United Church again and give the church a donation of \$100 as was done for the previous meeting on the premises. The Board must give 30 days to the members so a nominating

committee must be struck quickly. Jim, Todd and Brenda have agreed to form the committee and since there are a number of members interested in becoming Board Directors the committee will pull together an application form to help them review the interest. The deadline for interest will be March 13 as we need to have a slate of potential members out before the AGM and now there is no longer the ability to have nominations from the floor. We have already created a consent to serve document once decisions on Board members has been made.

- **Sponsorship Request from Boswell:** Following discussion the Board agrees that we are not in a position to do this or take this on at this time and the new CRA rules around sponsorship would create quite a bit of work for the Museum if we did in fact decide to take this on. However, we do need a formal response to the request. Brenda and Tammy to prepare a response ASAP as the deadline for grant application is next week.

Manager's Report: Tammy said that we need to replace the screen door to the entry to the train set-up. Jarrett can do this and it will be about \$300. As well we need to decide what to do with the Murphy artifacts in the short term. Suggestion is to have a separate meeting following the AGM and formation of a new Board, and ask the membership what they think we should do with this farm equipment. Note: The 40 Voices Project will remain for viewing until the end of the summer.

Brenda motioned to adjourn the meeting at 7:21 PM.

Next Meeting March12 @ 6PM