

Creston Historical and Museum Society

Meeting Minutes

Tuesday August 13, 2024

We acknowledge that we meet on the unceded traditional territory of the Yaqan Nukiy within the Ktunaxa Nation

Chair Jason called the meeting to order at 9:02

Present: Ron, Jim, Len, Vicky, Tammy, Todd, Jason (P), Brenda (Rec Sec)

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

Review and Acceptance of Meeting Minutes from July 9, 2024: Jim motioned to accept the minutes, Ron seconded, Carried Unanimous..

Old Business:

- **Financial Report:** Todd said that the revenues and expenses against the accounts do not always appear to balance but there are explanations for what appear to be discrepancies. A total of \$5,100 was put into facilities for future expenses so this should be considered as expenses not as funds for general expenses. The \$4,580 under collections was for the data migration for Catalogit. We have yet to receive an invoice from PIVA. The term deposit is shrinking and funds have been accessed twice. At some point it will be depleted so we need a plan for future funding. Otherwise Todd indicates everything else on the statement looks good. Todd motioned to accept the financial report, Ron seconded, Carried Unanimous.
- **Governance Training/Discussion:** Jason said that those Board members who have yet to finish the program continue to work on this. All agreed there is a lot of information to absorb. If anyone feels any particular

module is significant and should be discussed by the group, then bring that request to a future meeting.

- **Coverage for Alyson Small:** Tammy said there are three expressions of interest from the students and one from an individual from the coast. After reviewing the job description Jason questioned whether the number of weeks of vacation is in line with a part time temporary job. The Board agreed that it should be only two weeks rather than four for temporary work. Tammy will always assume responsibility for supervising any new staff member as well as all other employees of the Museum. The Board is there only to assist Tammy. The Board approved the hire to replace Alyson and Tammy will begin a hiring process. Brenda volunteered to assist given her extensive background in HR. Alyson, Tammy and Brenda will meet before the end of the week to prepare the process.

Manager's Report: Tammy has been very busy organizing the strategic pre-discussion session set for Thursday August 29. A template has been sent to complete and Tammy will review this document prior to the pre-meeting with Jason and Todd. From the information gathered, Alan Chell from CBT (non profit advisor program) will take this information and pinpoint where we need to do some work. Columbia Basin Trust (CBT) will cover 80% of the cost and we will cover the rest. Tammy continues to work with the Sage program and her June figures are nearly completed. Keith Powell, a local author, is writing a History book about Creston and producing it with his own publishing company. He is paying the Museum \$3,000 for use of photos and readings. The book will be similar to the previous book *The Lost Kootenays*. We could get a booksellers discount of 40% if we decide to sell them. On another issue we will be receiving 20K from the Arts Council for the next two years without an application form. After that there will be a new application with new programming. The Ice sports exhibit is coming along and display cases are being built. Jon Delcaro is the graphic designer. Tammy says they have loads of jerseys in storage but need need more artifacts. She will be creating another exhibit for fall fair and it's the Lions 85th anniversary in September so the Museum will be participating in this event. They will be giving us a donation and doing a tour of the valley and the Museum

will be included in that tour. Finally, on the 28th and 29th of September Tammy will be at a skating seminar with Olympic star Elvis Stoiko!

New Business:

- **Vicky's Exhibit and Program Activities:** Vicky said she created a golf display at the golf course club house. She goes out once a week to ensure all the artifacts are in place. It will be there till the end of August so everyone should take a look. Wave, one of the students, assisted with this project. Vicky is now working on how to display a fascinating collection of letters from a man who worked as a cook back in the 1950s. It is a very personal and detailed story of life back in that era. Jason Smith from the Footlighters is interested in writing a story based on these letters. If this were to occur the play could be filmed and run continuously in the theatre at the Museum.
- **Establishing sub Committees to tackle operational issues ie Bylaw update, Policy Papers:** The Board's decision regarding how to tackle this big task will be that each monthly meeting a section of the Bylaws will be reviewed. If there are changes or additions, they will be recorded and when the document is completed it can then be presented at the next AGM for approval. Tammy will send a specific section of this material in advance of each meeting and to be included in the Agenda. The first Section will be 5.5. Tammy will also create an index for the board members to identify which areas are connected that need to be reviewed. Once this has been completed the Board can then begin to review the policy papers and create any new ones required.
- **Five Year Budget Plan:** Todd is concerned that a plan must be developed prior to the term deposits eventually being depleted. Once a year Tammy goes before the RDCK to present our request for funding. In future the Board should be approving the application request that Tammy prepares prior to the presentation and should approve the 2025 portion before the end of 2024.

- **Fire Emergency Plan:** Jarrett is tackling the property related issues listed on the plan. Len said the Assistant Fire Chief indicated the packages for sprinklers are about \$200 a piece and we would need about 12 of them. However, we need a water supply. We could tap into a water line that goes into the Founders hall for an emergency sprinkler system. But bottom line is that we need an easy and quick access to water. Of note, there is a fire hydrant on the street corner, but while storing hoses has some benefit, Ron says over time they wear out and leak.

Chair Jason adjourned the meeting at 10:16 a.m.

Next Meeting September 10, 2024