

Creston Historical and Museum Society

Meeting Minutes

Tuesday July 9, 2024

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

Present: Vicky, Todd, Jim (Vice P), Tammy, Len, Brenda (Rec. Sec.)

Regrets: Ron, Jason

Chair: Jim (VP) called the meeting to order at 8:58

Review and Acceptance of Meeting Agenda: Jim added to *New Business* Tammy At Meetings. Brenda motioned to accept the agenda, Todd seconded, Carried Unanimous.

Review and Acceptance of Meeting Minutes from June 11, 2024: Vicky motioned to accept the minutes, Len seconded. Carried Unanimous.

Old Business:

- **Financial Report:** Todd/Tammy: Tammy said she is still working on getting used to SAGE, the new accounting software. Todd said that \$1,000 was spent on the expenses for the collections, eg paint, hardware and bolts etc. The Board agreed that putting some money in the contingency fund on a regular basis was prudent. In last month's meeting a motion was made to place an additional \$5,000 into the fund but this transaction has not yet occurred. Tammy to action. Vicky motioned to put \$100 into the contingency fund once a month, Todd seconded. Carried Unanimous.
- **Museum Signage:** Jim replaced the sign on the highway by the grain elevators and placed the old sign on the museum property. Thanks Jim! FYI Rook did not charge to the addition of the mileage on the sign. Thank you Rook!

- **Governance Training:** Since not all members are present and not everyone has finished the course an open discussion on this will be tabled to the next meeting.
- **Coverage for Alyson Small's Leave:** The Board reviewed Tammy's paper regarding three options for coverage for Alyson's absence. She will be taking leave the middle to end of September and her plan is to work through the summer. Following a discussion the Board requested that Tammy draft a more formal and precise description for the position she believes will be required. The Board will determine which option works the best in the August meeting.
- **Fire Emergency Plan:** The Board once again reviewed the paper Tammy prepared. Len motioned to purchase one backpack for Tammy at a cost of \$700. Todd seconded, Carried Majority, with one abstain. Tammy will instruct Jarrett to action the items under the heading *Building Protection*.

Manager's Report: Tammy will be attending the BCMA Conference September 23-27 in Prince George. She has been fairly busy and currently museum visitation has been good. The Kids Day was a big success and a lot of fun. There were about 107 people in attendance and \$250 in revenue was generated. She is now preparing to migrate the data base to *Catalogit* and this should be done in another couple of weeks. Training can begin once the migration is done. The Ice Sports Legacy Exhibit is underway and the first meeting takes place this evening. The group has hired an architect and a builder. Len said and they are trying to raise \$80K. The biggest expense is the safety glass. Tammy said History About Town is next week, time frames are 10 AM and 7PM when it's not as hot. The Grain Elevator tour is the 20th, Saturday at 7 PM and is \$5 dollars per person, sign up is required.

New Business:

- **The Old Grain Elevator:** Tammy said it's coming down and that both buildings are now owned by CBT(Columbia Basin Trust). Following conversations Tammy has had with different people from from the Trust,

apparently the goal is to preserve the machinery, the knowledge and memory in some way. Vicky suggested that building something like a visitors centre with the salvaged lumber could be a great idea. Tammy said some of the items from the elevator may end up coming to the Museum so we will be very much involved in these discussions and decisions. The Board agreed that meeting with CBT was warranted and Tammy will make arrangements for this to occur.

- **Keys/Door lock change & Board Member Bio's:** The office door lock had to be changed. New Keys have been copied and Brenda is the only one left who needs a key. There are now several Bio's on the Museum website and it would be great if there was one for each Board member.
- **Establishing Quarterly Priorities:** Todd said that while the Board has accomplished a number of the items that were prioritized in January, there are still some items outstanding that are operational in nature: the Bylaws update, Policy papers and a Strategic Planning Session. Jason will be reminded to send this document of priorities to everyone. Tammy is working on the Strategic Planning Session and the Board agreed that a couple of sub-committees will be established at the August meeting to tackle some of these items.
- **Tammy's Meeting Attendance:** Jim said that since Tammy's presence at monthly meetings is crucial that if at any time she is not able to attend that the Board meeting should be rescheduled. All agreed.
- **It was re-confirmed that the Bylaws state that new members sign on for two years. That means the current Board is staggered, Len Vicky and Ron are two year terms and Jason, Jim, Brenda and Todd are in the second year of their term.**

Len Adjourned the meeting at 10:20

Next Meeting August 13, 2024

