

## Creston and District Historical and Museum Society

### Meeting Minutes

*Tuesday November 12, 2024*

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

**Present: Ron, Vicky, Len, Todd (Treas.), Tammy, Jason (Pres.), Jim (VP) Brenda (Rec. Sec.)**

**Chair Jason called the meeting to order at 8:58 am.**

**Review and Acceptance of Meeting Agenda:** Jason added *Book Signing* to New Business, Len motioned to accept the agenda, Vicky seconded, Carried Unanimous.

**Review and Acceptance of Meeting Minutes from October 8:** Todd motioned to accept the minutes, Jim seconded, Carried Unanimous.

#### Old Business:

- **Financial Report:** Todd pointed out that the employee salaries are higher this past month than the previous month. Tammy explained that there was an extra pay period from the previous month included so the month prior is a pay period less ie it's balanced. She is not sure that SAGE did this or she made some error but continues to work with the program. Otherwise Todd said charges on the report are all standard and we are tracking towards budget.
- **Update from RDCK Meeting:** Tammy said the Board was satisfied with the conversation about where the Museum is going and we are likely to receive

a 2% increase in the next funding grant. Otherwise overall Jason said Tammy's presentation was very well received.

- **Strategic Planning Session:** Jason said it's confirmed that Mike Stolte from Nelson will be delivering the two part session which will be about 3 hours on each of two days. On Day 1 we will review the mission and vision past, present, and future. On Day 2 we will determine what are our big strengths are and what we want to see in the next three years and identify those priorities. The dates set for these sessions are January 14 and January 28, and lunch will be served for both. The Board will engage in a short Board meeting on each of these days prior to the sessions. Jason said that he and Tammy have begun the process with Pathways and a webinar has been sent out for them to review. This is separate from strategic planning session but ultimately they are linked.
- **Standing Item Bylaws Review:** The question raised is should this be part of the strategic planning sessions? There isn't an urgency in the bylaws as everything else is moving forward. This will be tabled into the new year. Any suggested amendments must go the AGM regardless.

**Manager's Report:** Tammy said this has been a busy month. We received funding from CBT and also received the Forgotten Creston Book(s) by Kieth Powell. There will be a book signing at the Library on November 23 from 3:30 to 5:30 and Keith will be presenting a slide show. Lenka reviewed everything in Sage and made only minor changes. Tammy said they have been seeing a lot of schools booking to access the Museum which is a bit out of the norm and it's not just one school but all of them including post secondary with Selkirk College which is great news. Membership renewal notices are ready to go out and Summer staffing grants are opening soon. Tammy suggests doing similar applications to last year regarding the positions and work required. The deadlines for these applications are early in January so she will complete them before the end of December. The washroom in the Museum is not accessible for handicapped. A volunteer, Rory MacIntosh, has stepped forward as a plumber and carpenter and says it's possible to do something to make the room handicapped accessible. Len suggests what about

building a new bathroom? The Board agreed that further investigation is required as we want to ensure that's it's up to standard and code and put it out to tender to get quotes. Tammy said that a member of the community owns a working model of a steam engine that is 1/4 scale in size, but it's not small and weighs between 600 and 700 pounds and it's currently operational and it runs off propane. It does have interpretive possibilities, but it's big and not local and do we have the space to store it or display it? We could store it until another Museum might be interested in taking it. Tammy could advertise it to all the Museums in the province. Tammy to send out pictures and see if there is interest for the owner. The recent open house was a success with about 30 in attendance along with dignitaries from the town.

### **New Business:**

- **Museum Collections Contest:** Todd said that having our collection online opens up a lot of new opportunities and a contest would benefit us. Each artifact has a page about it, but It will take about a year to get everything into the system. The accessibility changes QR codes for each of those pages could also go to a screen reader for someone blind. We could put QR codes on everything in the museum so people could access more information on the artifacts. As an example a contest could involve a picture about something and then we ask a question about it in which we would get people to start searching for the answer. The prize could be a years membership or small amount of money. This could be part of our long term strategic plan.
- **Manager's Annual Performance Review A Template:** Brenda suggests that Tammy has not had a review for the last couple of years and in past years this process was not formal at best. She offers, given her HR background, to prepare a template that the Board could review that would serve as a tool for performance appraisals in future.

Todd motioned to adjourn the meeting at 9:58 and Jim seconded.

Next Meeting December 10, 2024