

Manager's Report

13 November 2025

Update From Last Meeting:

Much discussion last month about long-term funding, increased earned revenues, and upcoming funding opportunities:

- **RDCK Increase:** Todd and I working on proposal to increase RDCK annual funding to help support increased staffing costs; meeting 4 December.
- **Jackman Foundation:** requested \$50,000 to help support proposed new full-time position for two years, until proposed RDCK increase available.
- **Carr Building/Makerspace:** Applications totalling \$45,000 submitted to New Horizons, Gleaners, Credit Union, and Western Financial for facilities and furniture improvements; \$5,000 received from Gleaners.
- **Museum Washroom:** Application for \$6,885 submitted to BCAC Arts Infrastructure Fund for exploratory/planning work for major renovation. Working on application, approx. \$50,000, to CBT Basin ARTS Fund for renovation itself; will, on advice of CBT, include other accessibility upgrades e.g. stairs from parking lot. *Project overview attached.*
- **Friends of BC Archives:** Grant of \$2,000 previously received to add Advance photos to database will support approximately 100 hours for Brenda O. beginning 1 January.

Our Impact:

New Horizons and related individuals who asked for information about the history of Rotacrest Hall believe it helped change RDCK's intention to convert the upper floor into office space. Comment from one New Horizon member: "We are fortunate to have such a great archive."

Operations Highlights:

- **Model T:** Engine removed and now at Bob Cull's shop for rebuilding.
- **Permissive Tax Exemptions:** 95% exemption approved for 2026-2028.
- **Other Grants:** Summer student grants in progress. Considering applying for a YCW internship (50% of full-time wages) but recent university grad requirement is difficult to combine with new full-time position.

Further Discussion:

- **Defamation Claim:** New deadline for response is 18 November. Karen has met individually with Brenda, Joe, Todd, and Ann to gather information and evidence, and I have sent all requested documentation.

Important Dates:

- Fall and Winter Hours:
 - Wednesdays, 1:00 – 4:00
 - Thursdays/Fridays, 10:00 – 1:00
 - Saturdays, 10:00 – 4:00
- Brown Bag History 29 November
- Winter closure: 20 Dec – 5 Jan
- Volunteer Appreciation: 31 January?

Collections:

Working on application to BC Heritage Digitization for 50% of costs to digitize remaining Creston Review

Programming:

Continuing seniors and Brown Bag History programs; otherwise quiet time of year.

Exhibits:

Still awaiting word on funding for Cold War / Hot Earth, but beginning to gather information anyway.

Community:

Support for Legion school/seniors visits and Advance Remembrance Day special; focus on 75th anniversary of Korean War

Volunteerism:

Continuing to post jobs on website and bulletin board, but personal requests still most effective.

Staffing:

Ashley and Brenda continuing part-time until end of August 2026.