

## 49<sup>th</sup> Report of the

### ELDON HOUSE BOARD OF DIRECTORS

Meeting held on Thursday, December 10, 2015, commencing at 4:30 p.m., at the new O'Neil Funeral Home Reception Centre, 350 William Street, London. The change of meeting venue is due to an invitation by the treasurer to host an Eldon House Christmas reception following the Board meeting.

Present: M. Spencer Golovchenko, J. Jolliffe, J. O'Neil, M. Tovey, B. Kent, R. Koudys, A. Martin, T. Regnier, R. Armistead, C. Lamont, T. Wittmann, D. Costello, L. Enns, D. Menard, K. Gonyou, J. O'Neil Sr., S. McDonnell

Regrets: M. Donachie

### DISCLOSURES OF PECUNIARY INTEREST

None

### COMMUNICATIONS & DISCUSSION

1. M. Spencer Golovchenko – **48<sup>th</sup> Report of the Eldon House Board of Directors**

#### **KOUDYS & TOVEY**

That the 48<sup>th</sup> Report of the Eldon House Board of Directors **BE ACCEPTED**.

#### **CARRIED**

2. T. Wittmann – **Curator's Report (attached)**

#### **TOVEY & O'NEIL**

That the following actions be taken regarding the Curator's Report:

- a. That the Curator's report **BE ACCEPTED**.
- b. That the Curator **BE DIRECTED** to request sufficient funds from the Little Trust to cover completion of all items included in the Conservation Projects 2016 document.

#### **CARRIED**

3. R. Armistead, City of London Culture Manager – **City Update on Little Trust Fund**

#### **JOLLIFFE & REGNIER**

That the following actions be taken regarding the Culture Manager's Report:

- a. That the Culture Manager's verbal report **BE ACCEPTED**.
- b. That the City of London **BE REQUESTED** to seek approval as Trustee of the Little Trust Fund on behalf of the Eldon House Corporation.

#### **CARRIED**

4. C. Lamont – **Director of Administration Report (attached)**

**O'NEIL & KOUDYS**

That the Director's report **BE ACCEPTED**.

**CARRIED**

5. C. Lamont – **Financial Report (attached)**

**O'NEIL & MARTIN**

That the following actions be taken regarding the Financial Report:

- a. That the Finance Report **BE ACCEPTED**.
- b. That the amount of \$2,000 **BE APPROVED** for the purchase of a washer and dryer, with this amount to include hook up and taxes.
- c. That \$5,000 from the Public Service Bodies (PSB) rebate **BE APPROVED** for future use by the Gardens Committee.

**CARRIED**

**JOLLIFFE & KENT**

That \$5,000 from the PSB rebate **BE APPROVED** for future use by the Education Committee.

**CARRIED**

**JOLLIFFE & REGNIER**

That \$2,500 from the PSB rebate **BE APPROVED** for future use by the Gift Shop & Merchandising Committee.

**CARRIED**

6. D. Costello – **Heritage Site Coordinator's Report (attached)**

**KENT & KOUDYS**

That the following actions be taken regarding the Coordinator's Report

- a. That the Coordinator's report **BE ACCEPTED**.
- b. That the Coordinator **BE DIRECTED** to distribute the new Winter/Spring rack card in lieu of a full-year program brochure.

**CARRIED**

## **OTHER BUSINESS**

In response to M. Tovey's earlier request that Board business cards be considered, B. Kent agreed to liaise with T. Wittmann to provide samples of both business cards and name tags for interested directors.

Chair's Update - M. Spencer Golovchenko confirmed the following:

a) That in the future, Committee Chairs will direct PDF versions of Committee Reports to the respective staff resource on their committee to ensure posting to the Eldon House Y Drive.

- For Marketing, Education and Special Events & Fund Development Committees, the staff resource is D. Costello.
- For Gardens and Collections Committees, the staff resource is T. Wittmann.
- For Finance and Gift Shop & Merchandising Committees, the staff resource is C. Lamont.

b) That Shanna Dunlop, Curator at Fanshawe Pioneer Village, has been invited to present to the Board at its February meeting on the Ontario Museum Association (OMA) Toolkit to help structure our Strategic Planning process of seeking input from staff, board, volunteers and community. There will also be a Strategic Planning meeting before February 2016 to revisit current status.

M. Spencer Golovchenko expressed thanks to J. O'Neil Sr. and J. O'Neil for hosting the Eldon House Christmas Social at their premises.

## **NEXT MEETING**

Thursday, January 14<sup>th</sup>, 2016

## **ADJOURNMENT**

### **KOUDYS & MARTIN**

The meeting adjourned at 5:33 PM

## **CARRIED**