

52nd Report of the

ELDON HOUSE BOARD OF DIRECTORS

Meeting held on Thursday, March 10, 2016 commencing at 4:30 p.m., at The Interpretive Centre, Eldon House, 481, Ridout Street North, London.

Present: M. Spencer Golovchenko, J. Jolliffe, B. Kent, A. Martin, T. Regnier, M. Tovey, R. Armistead, T. Wittmann, D. Costello, B. Keim

Regrets: R. Koudys, M. Donachie, J. O'Neil

DISCLOSURES OF PECUNIARY INTEREST

None

COMMUNICATIONS & DISCUSSION

1. M. Spencer Golovchenko – 50th and 51st Reports of the Eldon House Board of Directors

TOVEY & KENT

That the following actions be taken regarding previous Board Reports:

- a) The 50th Report of the Eldon House Board of Directors **BE ACCEPTED**, with an amendment to include a separate motion to increase the budget for a washer-dryer to \$2500 plus tax as item 4.d) under the Director of Administration Report.
- b) The 51st Report of the Eldon House Board of Directors **BE ACCEPTED**.

CARRIED

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

KENT & TOVEY

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

- a) The Curator's report **BE ACCEPTED**.
- b) The Gardens Committee Report on behalf of R. Koudys **BE ACCEPTED**.
- c) The Board expressed its support for the first-ever plant sale to be held Saturday, May 14.

CARRIED

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

REGNIER & TOVEY

That the Site Coordinator's report **BE ACCEPTED**.

CARRIED

4. S. Shah & K. Peebles, Unicus Technologies – Overview Presentation on New Eldon House Website

MARTIN & TOVEY

That the concept, presentation and launch date of March 31st for the new website created by Unicus Technologies **BE ACCEPTED**.

CARRIED

5. M. Spencer Golovchenko – **Acting Manager’s Report**

JOLLIFFE & REGNIER

That the following actions be taken regarding the Acting Manager’s verbal report

- a) The Verbal Report **BE ACCEPTED**.
- b) All Eldon House staff annual reviews are now complete.

CARRIED

6. B. Keim – **Finance Manager’s Report (Attached)**

MARTIN & TOVEY

That the following actions be taken regarding the Finance Manager’s Report:

- a) The Finance Manager’s Report **BE ACCEPTED**.
- b) The Finance Manager **BE REQUESTED** to investigate how online credit card payments on the new website may interface with First Data processing of debit/credit payments.

CARRIED

7. Committee Chairs - **Committee Reports**

KENT & TOVEY

That the Gift Shop Committee Verbal Report by T. Regnier **BE ACCEPTED**.

- a) A display case is being sought for small souvenirs and promotional items to be sold in Eldon House, in lieu of maintaining a full Gift Shop
- b) An ink stamp of the Eldon House logo is ordered to enhance white gift bags

CARRIED

7. CONFIDENTIAL

One matter pertaining to personal matters, including information regarding identifiable individual(s) with respect to employment related matters, advice or recommendations, including communications necessary for that purpose.

This matter has been postponed until a special Board meeting can be scheduled to address next steps in the managerial hiring process.

NEXT MEETING

Thursday, April 14, 2016 at 4:30 PM

ADJOURNMENT

TOVEY & REGNIER

The meeting adjourned at 7:15 PM

CARRIED