

**59th Report of the
ELDON HOUSE BOARD OF DIRECTORS**

Meeting held November 10, 2016, commencing at 4:12 p.m. in the Eldon House Interpretive Centre at 481 Ridout Street North.

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

Guest: J. Froad

Regrets: M. Donachie, J. O'Neil

DISCLOSURE OF PECUNIARY INTEREST

None

COMMUNICATIONS & DISCUSSIONS

Presentation given by J. Froad for proposed Strategic Planning process. F. Galloway sent his regrets due to a meeting conflict.

1. J. Jolliffe – 58th Report of the Eldon House Board of Directors

KOUDYS AND TOVEY

That the 58th Report of the Eldon House Board of Directors with corrections as follows: 3.b. Digital Victorians Project: ...The University at Huddersfield, England; 5. bullet 3: ...as additionally the Board Chair served as volunteer Acting Manager for 5 months, **BE ACCEPTED.**

CARRIED

2. J. Jolliffe – Chair's Report

Thank you to all for your cooperation with coming for the earlier meeting time.

3. T. Wittmann – Curatorial Report (attached)

MARTIN AND TOVEY

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

- a. That the Curator's report **BE ACCEPTED.**
- b. That the following verbal updates **BE RECEIVED:**

- Life Cycle Renewal Projects: The scaffolding will be up over the winter as more cost effective to leave in place rather set up again in the Spring. The window removals started this week and by next week the process should be completed. An ongoing issue is the lack of a regular supervisor on site which leads to continuing safety issues. Just this week it was noted that the porch is sagging so will need to be investigated as to the cause and if relates to ongoing work in progress.

CARRIED

4. D. Costello – Programming Report (attached)

MARTIN AND TOVEY

That the following actions be taken regarding the Programming Report:

- a. That the Programming Report **BE ACCEPTED**.
- b. That the following verbal updates **BE RECEIVED**:
 - 2017 Programme: J. Lisowski will be returning as producing a book on London murders; The Ghost Hunt will be expanding to 2 days with more active coordination, promotion and shared cost with The Grand Theatre.
 - The Irish Pub event sold out and was quite popular
 - The Museum School is coordinated and information sent out centrally; the teachers at each school need to sign up for the various offerings or any other school directed programming. A continuing struggle is the busing costs as it is major deterrent to participation.
- c. That the draft Education and Interpretation Strategic Plan **BE RECEIVED** for review.

CARRIED

5. B. Elliot – Executive Director’s Report (attached)

KENT AND SPENCER GOLOVCHENKO

That the following actions be taken regarding the Executive Director’s Report:

- a. That the Executive Director’s Report **BE ACCEPTED**.
- b. That the following Eldon House policies **BE APPROVED** as amended:

- Accessibility Policy

TOVEY AND SPENCER GOLOVCHENKO

- Record Retention and Destruction Policy

MARTIN AND TOVEY

- Education and Interpretation Policy

SPENCER GOLOVCHENKO AND KENT

- c. That the motion to dissolve the Gift Shop and Merchandise Committee **BE DEFERRED** to our next meeting
- d. That the Executive Director **BE AUTHORIZED** to detail the Gift Shop inventory and disperse as appropriate
- e. That the verbal report given on behalf of our Finance Manager **BE RECEIVED**.

CARRIED

6. Committee Chairs – Verbal Committee Reports

Deferred to next meeting

OTHER BUSINESS

NEXT MEETING

Board Meeting - Thursday, December 8, 2016

ADJOURNMENT

KENT

Motion to adjourn.

CARRIED

The meeting adjourned at 6:50 PM.