

67th Report of the
ELDON HOUSE BOARD OF DIRECTORS

Meeting held, August 10, 2017, commencing at 4:32 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, M. Recker, A. Martin T. Wittmann, R. Armistead, B. Keim

Regrets: J. O'Neil

DISCLOSURE OF PECUNIARY INTEREST

None

COMMUNICATIONS & DISCUSSIONS

1. Report of the Eldon House Board of Directors (attached)

RECKER AND KENT

That the 66th Report of the Eldon House Board **BE ACCEPTED** with the following revisions:
#7 spelling change to personal and remove #8.

CARRIED

2. J. Jolliffe– Heritage Site Coordinator's Report (attached)

SPENCER GOLOVCHENKO AND RECKER

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

- a. That the Programming Report **BE ACCEPTED**.
- b. That M. Spencer Golovchenko on behalf of the Special Events Committee attend the next "A Century for Women" meeting to assist as planned March involves Eldon House.

CARRIED

3. T. Wittmann – Curatorial Report (attached)

MARTIN AND KENT

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

- a. That the Curator's Report **BE ACCEPTED**.
- b. That the following information **BE RECEIVED**:
 - Life Cycle Renewal: Roofing construction is 100% complete on main house and 85% on the interpretive centre. The windows are all reinstalled. As additional work being completed, an extension is being requested so now substantial completion deadline changing to end of September. Damages and any repairs or remediation will be completed by the contractor.

- New Horizons grant (2017): confirmed there will be 26 visits (2 sessions per visit) for total of 52 presentations, with a mix of staff and volunteers. The language translations for presentations will be done by the International Academy with whom we have a great relationship.

CARRIED

4. B. Keim – Financial Report

SPENCER GOLOVCHENKO AND MARTIN

That the following actions be taken for the Financial Report:

- a. That the Jan-June 2017 income statement **BE RECEIVED** with the understanding that the \$5000 in budget for Gardens Committee can be shifted to current account if necessary, with understanding will be returned
- b. That the verbal report of the Financial Manager **BE RECEIVED**
- c. That Finance Manager **BE ASKED** to provide financial data for recent Strategic Planning for next board meeting

CARRIED

5. J. Jolliffe – Chair’s Report/Acting Executive Director Report

That the following actions be taken for Chair’s Report/Acting Executive Director Report:

MARTIN AND TOVEY

- a. That the verbal report of the Chair as summarized below **BE ACCEPTED**:

Since our last meeting I have been very involved with meetings with staff individually and at regular staff meeting where walking tours idea was reintroduced. There was a recent meeting with Organic Works and will be reviewing tea program once season over. Today had meeting with London Heritage Council that included M. Tovey and R. Armistead. Plans are underway for a review of staff responsibilities and job descriptions. An idea was proposed for a subcommittee to review the current staffing and make recommendations for next phase prior to beginning hiring process. The search for a new staff member will begin in the very near future.

CARRIED

TOVEY AND KOUDYS

- b. That a Museum Model Organizational Sub-committee **BE ESTABLISHED** with the aim to develop a recommendation for a staffing model to pursue in future hiring process. This committee will comprise M. Spencer Golovchenko as Chair, with other members of the board as needed and may include non-directors for broader community involvement.

CARRIED

6. In Camera Items

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

SPENCER GOLOVCHENKO AND RECKER

That motion to go In Camera **BE APPROVED.**

CARRIED

7. Committee Chairs – Verbal Committee Reports

A verbal update was given by R. Koudys for the Gardening Committee: R. Cornelissen and volunteers work on gardens proceeding well even with the construction continuing and summer weather. The addition of stone helps to enhance the grounds.

No motion made to accept report (put in as information item)

OTHER BUSINESS

NEXT MEETING

Board Meeting – Thursday September 14, 2017

ADJOURNMENT

RECKER AND KOUDYS

Motion to adjourn.

CARRIED

The meeting adjourned at 6:33 PM.