

**69<sup>th</sup> Report of the**  
**ELDON HOUSE BOARD OF DIRECTORS**

Meeting held, October 12, 2017, commencing at 4:38 p.m. in the Eldon House Interpretive Centre, at 481 Ridout Street North.

Present: J. O'Neil, B. Kent, M. Spencer Golovchenko, J. Jolliffe, M. Tovey, T. Regnier, M. Recker, T. Wittmann, B. Keim

Regrets: R. Koudys, R. Armistead, D. Costello, A. Martin

**DISCLOSURE OF PECUNIARY INTEREST**

None

**COMMUNICATIONS & DISCUSSIONS**

M. Tovey is Chair of meeting this evening.

**1. Approval of Agenda**

**SPENCER GOLOVCHENKO AND KENT**

That the agenda **BE APPROVED** with the following changes: J. Jolliffe will be giving Programming Report, #9 to be deferred, the addition of In Camera item and R. Koudys comments will be presented as part of Chair/Acting Executive Director Report.

**CARRIED**

**2. Report of the Eldon House Board of Directors (attached)**

**SPENCER GOLOVCHENCKO AND JOLLIFFE**

That the 68<sup>th</sup> Report of the Eldon House Board **BE ACCEPTED** with amendments below:

- Pg2 6b M. Tovey will be filling in as Acting Executive Director
- Pg3 #8 insert current title of Grounds & Facility Maintenance Coordinator

**CARRIED**

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

**KENT AND SPENCER GOLOVCHENKO**

That the following actions be taken regarding the Programming Report:

- a. That the Programming Report **BE ACCEPTED**.
- b. That the financial accounting for 2017 and 2018 proposed programming plan **BE RECEIVED** with feedback received on financial tracking and to discuss with B. Keim.

**CARRIED**

4. T. Wittmann – **Curatorial Report (attached)**

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

**RECKER AND O'NEIL**

- a. That the Curator's Report **BE ACCEPTED**.
- b. That additional information **BE RECEIVED** as outlined below:
  - Linseed oil paint on window restoration with possible yearlong drying time has impact on temperature/humidity and pests. There is a long-term impact financially for work of curator, pests, utilities, and possibly the workload of staff. The Curator will be meeting with contractors and A+Link to review the situation.
  - Security patrol is happening more frequently

**CARRIED**

**SPENCER GOLOVCHENKO AND JOLLIFFE**

- c. That the Curator **BE AUTHORIZED** to discuss at next construction meeting and with A+Link Architecture a request for expense reimbursement related to the window paint issue, including the purchase of portable vacuum; additionally, they will review the possibility of permanent closure of windows.

**CARRIED**

5. B. Keim – **Financial Report**

**RECKER AND O'NEIL**

- a. That the verbal report on Profit & Loss Budget vs Actual by the Financial Manager **BE RECEIVED**.

**CARRIED**

**O'NEIL AND RECKER**

- b. That B. Keim **BE DIRECTED** to draft an invoice for tea sales of \$1500 and October rent of \$400 to Organic Works and discuss with them.

**CARRIED**

6. J. Jolliffe – **Chair/Acting Executive Director Report**

That the following actions be taken regarding the Chair/Acting Executive Director Report:

**SPENCER GOLOVCHENKO AND RECKER**

- a. That the verbal report of the Chair/Acting Executive Director Report as summarized below **BE ACCEPTED**:

- Eldon House has moved in October to being closed on Monday and Tuesday.
  - The rest of the Thursday evening tours for October have been cancelled.
  - The upcoming Ghost Hunt is sold out with a waiting list, so it has been decided to extend the event an extra night.
  - The Chair will be meeting soon with Brenda McQuaid, Chair of the Heritage London Foundation.
- b. That additional information **BE RECEIVED** below:
- Grounds & Facilities Maintenance Coordinator may be moving onto new job in January

**CARRIED**

**7. T. Regnier – Draft In-Camera Policy**

**JOLLIFFE AND SPENCER GOLOVCHENKO**

That the draft In-Camera Policy **BE AMENDED** with comments received and return at next meeting for review.

**CARRIED**

**8. M. Spencer Golovchenko – Report on Staffing Model**

**KENT AND RECKER**

That the verbal report from Museum Model Organizational Sub-Committee Chair giving a progress update **BE RECEIVED**.

**CARRIED**

**9. In Camera**

**SPENCER GOLOVCHENKO AND RECKER**

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.

That the motion to go in camera **BE APPROVED**.

**CARRIED**

**10. Committee Chairs – Verbal Committee Reports**

None received.

**OTHER BUSINESS**

**11. Collective Bargaining Board representatives**

**SPENCER GOLOVCHENKO AND O'NEIL**

That J. Jolliffe and R. Koudys **WILL REPRESENT** the Eldon House board during upcoming collective bargaining negotiations.

**CARRIED**

**NEXT MEETING**

Board Meeting – Thursday November 9, 2017

**ADJOURNMENT**

**RECKER AND JOLLIFFE**

Motion to adjourn.

**CARRIED**

The meeting adjourned at 8:27PM.