

75th Report of the
ELDON HOUSE BOARD OF DIRECTORS

Meeting held, April 12, 2018, commencing at 4:30p.m. in the Eldon House Interpretive Centre, at 481 Ridout Street North.

Present: J. Jolliffe, T. Regnier, M. Recker, M. Spencer Golovchenko, B. Kent, A. Martin, R. Koudys, T. Wittmann, B. Keim, R. Armistead

Regrets: J. O'Neil, M. Tovey

DISCLOSURE OF PECUNIARY INTEREST

None

COMMUNICATIONS & DISCUSSIONS

1. Approval of Agenda

RECKER AND KOUDYS

That Agenda with switch of item #3 and #6 **BE APPROVED.**

CARRIED

2. B. Keim – Financial Report

SPENCER GOLOVCHENKO AND KOUDYS

That the following actions be taken for the Financial Report:

- a. That the verbal report of the Financial Manager on balance sheet up to March 31, 2018 and annual audit **BE RECEIVED.**
- b. That a thank you be given to T. Wittmann and B. Keim and they **BE RECOGNIZED** for their ongoing work with the audit process.

CARRIED

3. 74th Report of the Eldon House Board of Directors (attached)

Deferred

- 4. T. Wittmann –**
- Curator/Director's Report (attached)**
 - Heritage Site Coordinator's Report (attached)**
 - Museum Coordinator's Report (attached)**

i. Curator/Director's Report

SPENCER GOLOVCHENKO AND RECKER

That the following actions be taken regarding the Curatorial Report:

- a. That the purchase of display cabinets at a cost of \$850 **BE APPROVED.**
- b. That the Curator exploring the opportunity for partnership with the Julia Hunter Fund, within the London Community Foundation **BE SUPPORTED.**
- c. That the Curatorial Report **BE RECEIVED.**
- d. That the following additional information **BE RECEIVED:**
 - A new issue of water damage in the Interpretive Centre main room is being dealt with by the Curator.

CARRIED

ii. Heritage Site Coordinator's Report

KENT AND MARTIN

That the following actions be taken regarding the Heritage Site Coordinator's Report:

- a. That the Programming Report **BE RECEIVED.**
- b. That interested board members **BE ASKED** to sign up for the Doodle poll for meeting to review the Summer Tea Program proposed plan.

CARRIED

iii. Museum Coordinator's Report

MARTIN AND KENT

That the following actions be taken regarding the Museum Coordinators Report:

- a. That the Museum Coordinators Report **BE RECEIVED.**
- b. That a \$300 annual donations budget for Museum Coordinator as discussed at the Marketing Committee **BE APPROVED.**
- c. That the following additional information **BE RECEIVED:**
 - The rentals and scheduling are now being done by the Museum Coordinator

CARRIED

5. J. Jolliffe – Chair's Report

SPENCER GOLOVCHENKO AND KOUDYS

That the verbal report of the Chair as summarized below **BE RECEIVED:**

- Many Board members attended the retreat on April 2 facilitated by Louise Pitre with lively discussion of various board models, our strengths and areas to improve. M. Spencer Golovchenko offered to prepare draft Governance Policy for our consideration.
- The 2018-22 Collective Agreement was signed on behalf of the board this week.

CARRIED

6. M. Spencer Golovchenko – **Update on Governance Policy**

That the following actions be taken relating to Governance Policy:

REGNIER AND SPENCER GOLOVCHENKO

- a. That the motion for the Gift Shop Committee to be disbanded **BE APPROVED**.

CARRIED

MARTIN AND RECKER

- b. That the draft board Governance policy **BE RECEIVED**.
c. That it **BE APPROVED** for the draft Governance policy to go to the Collections and Policy Committee for review and preparation of final draft for the May board meeting.

CARRIED

SPENCER GOLOVCHENKO AND KENT

- d. That section 2.4 Management Responsibilities of draft Governance Policy **BE ACCEPTED**.

CARRIED

7. Committee Chairs – **Verbal Committee Reports**

KENT AND MARTIN

That the verbal Committee Reports below **BE RECEIVED**.

Marketing Committee (B. Kent/M.Spencer Golovchenko)

A productive meeting on March 15 with a review of the Strategic Plan. The purchase of Hootsuite scheduler for social media will be a good tool. A new Trip Advisor account set up and a booth has been booked for the London Fall Expo. A donation budget was discussed as was presented in Museum Coordinator report. M. Donachie has agreed to help the board to implement the strategic plan tactics.

Special Events Committee (M. Spencer Golovchenko/A. Martin)

The Committee co-chairs met with the Heritage Site Coordinator to discuss upcoming events and are pleased with the planning. Two major events are upcoming: Votes for Women on May 26 with help requested to spread word about the march that starts at 11am and signs and costumes will add flavor to the event; the London Community Players is able to rent costumes to those who are interested. The Eldon House Lemon Yellow Party fundraiser is on June 23 with 100 tickets for sale @ \$60 per person. A reminder to all board members to plan

to attend. Planned for the event are a dance group demonstration and a silent auction/drop & draw. If can come in costume it will enhance the atmosphere for this important fundraiser. A reminder of other upcoming events at Eldon House: June 3 garden event for Julia Hunter Foundation and July 22 Penn Kemp is promoting her new book, Local Heroes as has new poems about Teresa Harris.

CARRIED

8. In Camera Items

Deferred

9. OTHER BUSINESS

M. Spencer Golovchenko will contact M. Baker to coordinate as speaker for our June annual general meeting.

NEXT MEETING

Board Meeting –Thursday May 10, 2018

ADJOURNMENT

RECKER

Motion to adjourn.

CARRIED

The meeting adjourned 7:03 PM.