

98th Report of the
ELDON HOUSE BOARD OF DIRECTORS

Meeting held via remote electronic format, Thursday, September 27, 2020, commencing at 4:37 p.m.

Present: M. Donachie (Chair), M. Spencer Golovchenko, T. Regnier, R. Griesmayer, L. Henderson, J. O'Neil, R. Koudys, M. Majumdar, T. Wittmann, R. Armistead, B. Ardiel

1. Approval of the Agenda

SPENCER GOLOVCHENKO AND MAJUMDAR

That the Agenda **BE APPROVED** with it being noted that under item 6) R. Griesmayer is giving the report for Joint meeting of Marketing and Special Events Committees.

CARRIED

2. Disclosure of Pecuniary Interest

None.

3. Remarks – M. Donachie, Chair

The Chair expressed his thanks to all board members for their engagement in the last few months with meetings of committees and board and the work they are doing. He is looking forward to the possibilities ahead. The procedure to fill the 9th board position is still under discussion with the City Clerk. R. Armistead has provided information from City Clerk, C. Saunders for the best practices of board meetings with some in-person interaction, as there is concern the Ombudsman may have issues with just an online meeting process. A procedural by-law is being distributed for possible use by boards and commissions. M. Donachie has provided information that anyone is welcome to attend our online meetings, with advance notice given via our website and through social media blasts across all channels.

4. Approval of 97th Report of the Eldon House Board of Directors (attached)

SPENCER GOLOVCHENKO AND GRIESMAYER

That the 97th Report of the Eldon House Board **BE APPROVED**.

CARRIED

5. T. Wittmann – Overview of Staff and Financial Reports (attached)

Additional information provided during verbal report:

- In the absence of a Facilities position, the use of Definitive Lawn and Gardens is a cost savings, but only made possible with assistance from volunteers and staff. The Curator Director noted the unfilled Facilities role is a union position, which will eventually need to be addressed.

- An update on recent Quilling Workshop held September 12 in the Interpretive Centre with 5-6 attending, each at their own table; new protocols in place including masks while indoors, in/out by different doors, bottled water provided, and able to take break outside, if needed.

MAJUMDAR AND KOUDYS

That the Staff Reports and Financial Report **BE RECEIVED**.

CARRIED

6. Reports from Committee Chairs

a) R. Griesmayer - **Marketing and Special Events Committees** (attached)

A joint meeting was held on August 19. A brief summary of highlights from the distributed report was given as follows:

- New members are joining both Committees
- Discussion of the Strategic Plan and focus on Strategic Directions #2 and 4, as they relate to activities of both committees
- Terms of Reference for both Committees were reviewed with these changes (with suggestion for all committees to include first 2 sentences in their terms of reference) - *Meetings may be conducted electronically, if needed. The minutes will be retained and preserved by staff, as part of the records of the administration of the Board and its Committees. And, in Special Events Committee mention of specific events removed.*
- General discussion of ideas for more opportunities to add digital and online content

b) L. Henderson - **Education Committee**

The meeting was held onsite in the Interpretive Centre on September 11. P. Finneron will be joining as a new member of the Committee. The group reviewed the Terms of Reference and will bring to next board meeting; also discussed a pivot to programming under development with the Beyond the Blackboard group, as traditional Museum School is not feasible. The Program Coordinator is planning to track participation in virtual tours as this is a new way for visitors to explore Eldon House. There is a possibility for additional committee members, as some local school teachers have expressed interest. This opportunity will be explored to see if they may still want to be involved.

c) T. Regnier - **Collections and Policy Committee**

A meeting was held September 14 to review the Terms of Reference, discuss possible acquisition of an item which was recommended to add to the collection and reviewed draft Communications Policy. All items will be brought to the next board meeting.

d) R. Koudys - **Gardens Committee**

Currently there are three committee members with opportunity to expand, as two regular garden volunteers are going to join the Committee. A review of the Terms of Reference was made with only changes being the ability to hold electronic meetings and the addition of standard wording for record keeping.

e) M. Majumdar - **Strategy and Innovation Committee** (discussion document attached)

An overview was given of the themes outlined that will expand the options of telling the Eldon House story and how Harris family came to Canada as emigrants. The establishment of the

Friends of Eldon House is a major goal the Chair sees as a priority. Another potential focal point is the gardens, as a destination and culinary experiences, as way to expand tourism opportunities. M. Majumdar asked if any board members were interested in joining and M. Spencer Golovchenko offered to participate.

MAJUMDAR AND GRIESMAYER

That the report from the joint meeting of Marketing and Special Events Committees and verbal reports for Education Committee, Collections and Policy Committee and Gardens Committee **BE ACCEPTED**.

CARRIED

SPENCER GOLOVCHENKO AND HENDERSON

That the Terms of Reference for the Gardens Committee, Marketing Committee and Special Events Committee **BE ACCEPTED**.

CARRIED

SPENCER GOLOVCHENKO AND GRIESMAYER

That the report of the Strategy and Innovation Committee **BE ACCEPTED**, with the discussion document **BEING REFERRED** to the Committee for further review and development.

CARRIED

7. J. O'Neil – Discussion of security issues and suggested 'Museum Watch' organization

SPENCER GOLOVCHENKO AND O'NEIL

That the verbal update from J. O'Neil **BE ACCEPTED** and also **REQUEST** T. Wittmann to pursue the option of initiating discussion on this matter at a future London Museum Network meeting.

CARRIED

NEW BUSINESS

M. Spencer Golovchenko advised the Board that Chair M. Donachie is being recognized by the International Association of Business Communicators (IABC) London Chapter at its annual Virtuoso Awards to be held virtually for the first time due to Covid 19 protocols. M. Donachie is a finalist for the 2020 IABC London Outstanding Communicator Award recognizing him as a communications professional who exemplifies excellence in his work.

ADJOURNMENT

KOUDYS

Motion to adjourn.

CARRIED

The meeting adjourned at 6:57 PM.

NEXT MEETING

Thursday, October 15, 2020