

MINUTES
Burk's Falls & District Historical Society
Fell Homes, Burk's Falls
Thursday, February 11, 2016

Members Present: Linda Maurer – President
Betty Caldwell – Vice President
Diane Brandt
Lorne Main
Nieves Guijarro
Rosalind Hall
Dona Crawford
Jarv Osborne
Judy Ransome
Rebecca Zanussi
Wilma Bentley
Lisa Morrison
Charlene Watt – Secretary
Rod Blakelock - Guest

The Members present constituted a quorum.

The meeting was called to order at 7:01 p.m.

Linda Maurer in the Chair

Agenda Item:

1. Acceptance and adoption of the January 7, 2016 Minutes. **Moved by Jarv Osborne, Seconded by Diane Brandt. Carried**

2. Treasurer's / Financial Report presented by Linda Maurer. Rakel Gray has handed over the accounting books to Linda Maurer until Baby Gray arrives. Rakel hopes to come back and do the books in a month or so. Total for January 2016 end account balance was \$8,229.66 with a current balance of \$6,270.41. The 2016-2017 Budget was presented to Members and discussed. The Village of Burk's Falls still owes \$1,000.00 for 2015 and a cheque is to be issued tomorrow to the Historical Society. The invoice for the summer student from the Township of Ryerson was received in the amount of \$2,997.59. Diane Brandt provided receipts for reimbursement and an invoice was received from Cam Watt for January's snow removal at the Watt farm house in the amount of \$200.00. Nieves Guijarro advised that the library has \$40.00 in calendar sales to hand in with six calendars remaining; Armour office has 11 calendars remaining. Betty Caldwell indicated that 2016 calendars can now be sold for \$8.00. **Motion to accept the treasurer's report and pay the monthly invoices: Moved by Betty Caldwell, Seconded by Lisa Morrison. Carried**

3. Annual General Meeting. Election of Officers for 2016 were are follows:
President: Linda Maurer
Vice President: Betty Caldwell
Treasurer: Raket Gray
Secretary: Charlene Watt

A new constitution is required for the Historical Society. A Committee was created with volunteers Diane Brandt, Rebecca Zanussi and Betty Caldwell. A draft constitution is to be presented at the next meeting.

4. Project Manager's Report. Presented by Diane Brandt and discussed items with Members.
Update on Signs: Received an update from Rick Almont that he is ready for sandblasting of the signs. The background of the signs will be light grey with a white border around the lettering.
Update on Activities: Desk and bookcase have been moved out of the former office and the wireless router needs to be set up. The four drawer filing cabinet needs to be moved. Filing is nearly complete. A list of files and binder listing were provided to Members for review. Concerns over the Catalogue Files for 2014 were expressed as there were not any binders at the farm house. Linda Maurer indicated that the Historical Society did not have a summer student in 2014. David Gray backed up the files for 2014-2015 and should all be located on the laptop. Missing minutes from 2005 to 2015 may be at the schoolhouse per Betty Caldwell. Kris Kilmartin is keeping a check on the furnace and has replaced the filters. Nancy Kyte has been contacted regarding the upholstering of the settee and making curtains for the windows in the garage. Diane will follow up with Nancy to have her visit the farm house.
Purchases: Diane has purchased 6 gallons of primer paint at a sale price of \$28.99 for a total of \$196.55. Four folding tables (36") have been purchased through the Township of Armour from Staples. Cost of the tables were \$58.96 each.
Painting: Diane has emailed Carole Roueff regarding the paint donation for the schoolhouse. Carole responded via email to Diane indicating that she is out of the country until mid-March. Nieves Guijarro indicated that a volunteer paint group may be available to paint the schoolhouse along with the donation of paint. All of the details would be coordinated through Home Depot.
Website: A sample of the website pages along with a site map was provided to Members. Revisions were made which included adding the mailing address to the Home Screen, adding the Newsletter to the About Us page, changing the Events Tab to be titled "What's On" with an Events page listed under it, and removing the Join Newsletter option. The Twitter logo is also to be removed. It was suggested that an envelope icon for EMAIL be put in the Twitter icon's place. Linda Maurer requested that Diane Brandt confirm with Client First Canada that the website will be AODA compliant. The new website address will be www.burksfallsanddistricthistoricalsociety.com with an email address of info@burksfallsanddistricthistoricalsociety.com. Sample of newsletter styles were provided, no decision was made on a template.

Rack Cards: Sample rack cards were circulated to Members. A unanimous decision to purchase 1,000 cards through Bay Press at a cost of \$137.00 was made. Linda Maurer indicated the cost would be processed through the Red Grant.

Vertical Banner: A retractable banner stand was on display from Sign Craft, Sundridge as a sample. A unanimous decision was made to purchase one sign at a cost of \$259.00. Linda Maurer indicated the cost would be processed through the Red Grant.

Information Centre: The Information Centre in Barrie informed Diane that an event listed on the A-Channel news is made approximately 1 to 1.5 weeks ahead of an event. The Historical Society is permitted to put up a flyer and leave rack cards at the Centre.

162nd Battalion Celebration: A copy of the sample banner was provided. Diane was authorized to purchase two (2) banners to promote the July 23, 2016 event. One banner will be hung along the arena fence at the Strong Agricultural Society and the other will be displayed in the Village of Burk's Falls, Ontario Street. Diane is to look into the pricing of posters to promote the event.

The Framing Place: A silk scarf that was donated by Dorothy Holt was located in a file folder. Diane has called the Framing Place in Huntsville and confirmed that they do archival framing and have different options. Diane will take the scarf to the store to discuss options.

Wish List: Nadine from the West Parry Sound Museum recommended that white gloves be purchased to preserve artifacts in the heritage centres. A decision was made to purchase 2 packages of large and 2 packages of small cotton gloves at a price of \$10.45 per package of 12 from www.carrmclean.ca. Heavyweight sheet protectors are to be purchased to protect documents at a cost of \$13.76 + HST per 100. Diane is to purchase one box. Diane will also purchase picture frames both in 8x10 and 5x7 from the Dollar Store for write ups of displayed artifacts.

5. *Upstairs Upgrades:* As indicated in the January Meeting, the upstairs bedrooms at the Watt Farmhouse need painting. The committee should decide if they wish to paint with historical colours typical to a house of that era or pick a generic colour. This agenda item was deferred.

6. *Budget for 2016:* A part-time mature worker and summer student were discussed. Nieves Guijarro mentioned the possibility of partnering with the Library for the intern position. There is plenty of work to do at the library and the intern could be assigned to tasks involving local history. Linda Maurer indicated that the shared services councils requested that a budget be presented before the municipalities would commit to Historical Society funding. Linda indicated that the Historical Society is requesting a sponsorship in the amount of \$12,000.00. The Historical Society has spent \$36,000.00 in Red Grant Funding and it needs to keep it up or the last year's efforts will be wasted. Jarv Osborne indicated that the municipalities are supportive, they require additional information. John Theriault, Treasurer from the Township of Armour informed Linda Maurer that a pay equity review would not be required for a contract position. The review was requested by one of the Councillors at the shared services meeting.

Legion Donations: Jarv Osbourne indicated that the local Legion requires building repairs this year. In the past, 100% of Nevada ticket sales were donated to local organizations. This year, the Legion may donate up to 30% as the remainder would be needed for their own structure repairs.

7. *Special Event Weekend:* Committee Members met with the Strong Agricultural Society. Strong Members are also very excited about this joint venture. 2016 is the 100th anniversary of the 162nd Battalion. Banners are to be created and pricing for posters is to be obtained. Lorne Main is looking into obtaining a uniform from WWI. The Callander and District Pipe Band will be attending the event which is scheduled for July 23, 2016 at the Watt Farm house. The Historical Society is looking into creating a newspaper without a publication date that can be sold at the event (and after) which will include articles of life/events from old newspapers. Betty Caldwell and Dona Crawford are to research old newspapers for relevant articles. Rebecca Zanussi cited an email from Almaguin News regarding the production of the newspaper. There are print options which need to be decided, for example, a regional publication could be created and include other museums to reduce costs, etc.
8. *Spring Event:* A Blackfly Spring Tea and Craft Sale is to be promoted for May 28, 2016 at the Watt Farm house. Six vendors will be selected for the event which will run from 11:00 am to 2:00 pm. We will serve sandwiches, cookies and tea. Cost for the event was not discussed.
9. *Invitation from Huntsville Historical Society:* Linda Maurer reported that a letter was received from Tricia Markle from the Huntsville Historical Society inviting us to visit them. It is an opportunity for us to promote the July 23, 2016 event and has networking potential. The Society meeting on the 3rd Thursday of the month and they are in the process of organizing their 2016 meeting schedules. Linda will respond requesting to attend their June meeting. Diane Brandt and Nieves Guijarro also would like to attend. The meetings take place at the CN Train Station at the west end of Huntsville.
10. *Other Business Items:*
Shelving Presentation: Rod Blakelock attended to present book shelving options for the Watt farm house. The pricing for the shelving for the library was initially \$685.00 for 8" shelves. Rod was asked to provide quotes for 12" shelving and advised that the cost would be \$1200.00 + HST for pine and \$1500.00 + HST for cherry wood. Samples were provided. The renovation is required at the farm house for functionality to store books. Adjustable shelving will be created. The length of the shelves will be around 4' and the bookcase approximately 84" high. The adjustable shelves are more practical. Pine is a softer wood than cherry and Rod indicated that a lot of the trim is cherry in the farm house. Linda Maurer indicated that the shelving would be paid for through the Red Grant. **Motion to move that should the funding be available that the Historical Society select**

the cherry shelving option at a cost of \$1500.00 + HST. Moved by Jarv Osborne, Seconded by Rosalind Hall. Carried

Katrine Winter Carnival: Nieves Guijarro requested use of the Historical Society Banner from the Christmas Parade at the Katrine Winter Carnival Parade. The carnival is scheduled for February 26-28, 2016.

Schoolhouse Outhouse: Rosalind Hall indicated that repairs are required to the outhouse at the schoolhouse heritage centre. The Township of Ryerson will be completing the repairs for the Historical Society.

2017 Calendar: A war hero theme that also focuses on Canada's 150th anniversary was suggested by Members. The project is to be supported by the Strong Agricultural Society.

11. Next Meeting: It was decided to meet on Thursday, March 10, 2016 at the Fell Homes at 7:00 p.m.
12. Adjournment: There being no further business, **Lorne Main moved to adjourn the meeting at 8:56 p.m., Seconded by Charlene Watt.**

Recorded by
Charlene Watt

Approved by
Linda Maurer, President