

**Brant Historical Society
Board of Directors
Meeting
October 3, 2023
Brant Museum and Archives
57 Charlotte St.
Brantford, ON**

MINUTES

Present:

Tim Philp (President), Denise Methot (Vice-President), Michael-Allan Marion (Secretary), Leisah Marie Jansen, Murray Angus.

Regrets:

Willy Hilgendag (Treasurer), Doug Summerhayes.

Staff:

Marion McGeein (Executive Director Pro-Temp.)

1. **Call to Order: Meeting called to order at: 6 pm.**

2. **Approval of Agenda:**

Motion: Moved by M-A Marion , seconded by L. Jansen, that the agenda of the October 3, 2023 meeting of the Board of Directors be approved.

Carried unanimously:

3. **Approval of Minutes:**

Motion: Moved by M-A Marion, seconded by M. Angus, that the Minutes of the June 13, 2023 Board of Directors meeting and the minutes of the June 22, 2023 Board of Directors meeting be approved.

Carried unanimously:

4. **Executive Director's Report:**

M. McGeein reported that she has met with all staff individually since assuming her position. She has also set up team meetings with staff in each facility – Brant Museum and Archives and Myrtleville House Museum.

She has further written updated job descriptions for each position.

She has been dealing with IT issues.

She is tackling the Society's finances and asking staff not to spend any funds unless approved by her.

Motion: Moved by L. Jansen, seconded by M-A Marion, that the report of the Executive Director be approved.

Carried: unanimously.

5. **Treasurer's Report:**

The financial documents were circulated prior to the meeting.

The Treasurer was absent with regrets from the meeting, so T. Philp gave a verbal review of the documents. T. Philp and M. McGeein received agreement from the board to negotiate a line of credit with a bank, since the Society owns property, and report back the results to the board.

Motion: Moved by M-A Marion, seconded by D. Methot, that the Treasurer's Report be approved.

Carried unanimously.

6. **Report of the Brantford Expositor Archives Working Group:**

M-A Marion gave a written and verbal report of the last meeting of the group, including himself, M. McGeein and T. Philp. A discussed the way forward in preserving the physical archives and scanning them in for public use.

Motion: Moved by D. Methot, seconded by L Jansen, that the Reprt of the Brantford Expositor Archives Working Group be approved.

Carried unanimously.

7. **Next Meeting: Nov. 7, 2023, at 6 p.m.**

8. **Adjournment:** The meeting was adjourned at 6:36 pm.