

CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Museum Station

February 19, 2025

Present: Tom Carey, Mich Forster, Barry Gibbs, Marg Lane, Kandice Meister, Jordyn Wallace, Cynthia Wannamaker; by facetime, - Val Ritzen

Regrets: Betty Hoare, Bill Kells

1. Meeting called to order at 2:59 p.m. by Barry Gibbs.
2. Agenda: Moved to adopt by Kandice Meister. **Carried.**
3. Correspondence/ minutes: Board member Earl Taylor's letter of resignation. Earl still wishes to be included in projects such as work bees and museum events.
Motion made by Mich Forster to approve the amended minutes date January 15, 2025.
Carried.
4. Update on the Action: "Additional human resources to address; absence of executive director, clean out of Macklin Hall, 7-day coverage of museum." We will be retaining Mike Skinner on a casual, as-needed basis until the end of April for construction on museum projects and to help move the artifacts stored in Macklin Hall (no set date on the demolition of Macklin Hall yet). Jordyn applied for 3 summer students instead of our usual 2; the deadline for government response is March 28. If we get approval, the town will cover 50% while the government covers 50%. Three summer students are required to cover opening 7 days per week. A back up storage plan will be required as more donations come in, especially large ones.
5. Chair report: Barry talked to Tara Bishoff regarding the new building project. Barry is had information on a device called "Tip Tap" which would allow visitors to donate to the museum by tapping a credit or debit card against the machine. This would be great for people who don't have cash but want to donate. One drawback is that no receipt is given. Tom suggested this could be useful at the car show.
6. Financial statement for January 2025: Jordyn Wallace reported: 'Salaries and Wages' Budget item may have to be increased if we receive approval for a 3rd summer student. Under 'Federal grant', we have received the last dispensation of our Canada works grant. Gate donations set at \$5000. Barry compared the total expenses of the 2025 to 2024. Spending has increased \$14,200. As costs go up, we need to increase revenue.
Tom Carey made a motion to accept the January 2025 financial report. **Carried.**
7. Collections Committee Report: Jordyn Wallace reported. Kandice Meister moved to accept the January 2025 Collections Committee report. **Carried.**
8. Events Planning: Kandice Meister reported. Even if event food does not make much money, it will bring people to the museum where they can see what we want to accomplish. A portable

display would be useful, or a marking out of the footprint of the new building, perhaps with the Tip Tap machine nearby. The Pincher Creek trade show could be a place to fundraise. We have nothing planned for Fair Days; we're doing an event later in the summer. Re our participation during Fair Days, there is a possibility of a raffle draw for the museum, we will still enter a float in the parade, and we could keep the museum open late during Fair Days. Other ideas could come up before we need to finalize our summer plans Barry would like the museum to capitalize on the fact that there are so many people in town during fair Days and we shouldn't miss the opportunity to engage them. However, last year lots of people were on the grounds, but not many came inside according to Kandice. New on the events roster are opening and closing events, still without formal names. One suggestion for fundraising is to increase the cost of food at events, letting people know that part of the cost is a donation towards the new building.

9. Fundraising Committee: Mich reported. It will be important for the Friends of the Museum to determine if they can get on AGLC's list for casino funding. Jordyn has joined the fundraising committee. Action item: Barry, Kandice and Jordyn will set up a meeting with Tara Vandervalk Development Services Manager and follow up with Jace McLean Director of Infrastructure Services about quotes for costs for the new building. Irene (retired curator of the High River Museum) may also be a resource in finding grants for projects.
10. Draft Fundraising Plan/ Saturday February 22nd Meeting agenda. There was discussion of what the meeting agenda should include: an update on the new building, a review of the upcoming events, fundraising at events, what approvals are needed by AGLC for raffles, what is the role of the town versus the museum. Suggested discussion for small group brainstorming: brainstorm future events, itemize any special skills among members such as knowledge of legacy planning. There was discussion on how to increase volunteers and to connect with visitors/supporters. Action: Jordyn will investigate adding a "donation" capability to our museum website.
11. Addition of more board members: discussion ensued.

Kandice Meister moved to adjourn at 5:12 p.m. **Carried.**

Next Meeting: March 19, 2025.

Board Chair



Minutes taken by Cynthia Wannamaker