

CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING

Museum – CPR Station

October 22, 2025

Present: Tom Carey, Mich Forster, Barry Gibbs, Betty Hoare, David Knox, Marg Lane, Kandice Meister, Val Ritzen, Jordyn Wallace, Cynthia Wannamaker, and Jennifer Place

Meeting called to order at 3:00 P.M. by Barry Gibbs.

1. Agenda: Moved to adopt agenda as presented by David Knox. **Carried.**
2. Correspondence/minutes: No correspondence to report. Motion made by Mich Forster to approve the amended minutes dated September 17, 2025. **Carried.**
3. Chair Report
 - The job for a new Executive Director was posted and Jordyn Wallace has accepted the new position of Claresholm Museum Executive Director. Congratulations to Jordyn as she takes on the new position.
 - There has been correspondence with Charleen Davidson of the Community Foundation of Lethbridge and SW Alberta regarding the matching \$50,000 in donations for the new building. A report will be produced by Catherine Buhmeiller from the Friends of the Claresholm Museum Society and sent to the foundation by the end of October. Sometime in November a photo-op and presentation of the cheque will take place.
 - A new \$150,000 goal has now been set. Board members were asked to think of donors that have not donated yet. We want to make sure that everyone who wants to have a chance to donate.
 - The Claresholm Museum Board is committed to presenting an annual report before Town Council. Barry Gibbs, Board Chair and Jordyn Wallace, Executive Director will highlight the accomplishments made in 2025. Committee members are asked to look back to identify those accomplishments. The aim is to make presentation on January 26, 2026.
 - At our November meeting we will be holding election for the Board Chair and Secretary position.
4. Financial report
 - The financial report dated October 21, 2025, was reviewed. Tom Carey made a motion of acceptance of the report. **CARRIED.**
5. Executive Directors Report
 - The presentation to Town Council thanking them for on-going support was well received.
 - Heritage House Tours put on by the Friends of the Museum was very successful this year with the expansion of making it a two-day event. It was noted that there needs to be more communication between the members for successful planning.
 - The Friends of the Claresholm Museum will be holding their annual general meeting on November 13, 2025.

– Jordyn felt that opening the museum during the teachers’ strike might benefit in keeping the kids entertained. Anyone who would be interested in helping were to let her know.

6. Fund Raising Committee

– The amount collected from donations is \$52,300. Additional funds raised thru events at the museum with help from The Friends of the Claresholm Museum after expenses totalled \$7,862. The combined total is a very impressive \$60,162.

Everyone’s hard work has paid off. We have one more event, Old Fashioned Christmas to end an active but very satisfying 2025 season.

– The committee continues to work on a legacy program for the museum. Once more details are finalized the plan will need to go to the town before implementation.

– The lack of movement on an anonymous donation received a couple of years ago for improved signage needs to be addressed. The businessperson who created the original signs is now deceased. Finding a qualified person to complete the restoration has been hard. Jordyn will try to get a plan in place before opening next season.

7. Exhibition Policy

– After a review of the updated Claresholm & District Museum Exhibition Policy, Mich Forster made a motion to approve the policy. **CARRIED.**

8. 2026 Museum Priorities

- Documents created in 2023 listing six priority goals and strategies for 2024–2028 were reviewed. The board was then split into 3 separate groups to discuss the six priorities and provide actions to take place in 2026. Each group were given two priorities. After some discussion they will then move on to a new set of two priorities until every group reviews all six. There was only time for the first set of reviews, and the process will continue at the November meeting.

9. Roundtable

- With Bettys resignation from the board there is now an opening for a new board member. Keep thinking on who might be interested in putting their name forward to Town Council.

David Knox moved for adjournment at 5:10 PM.

Next meeting November 19, 2025, at 3:00 PM.



Barry Gibbs

Board Chair