

CLARESHOLM AND DISTRICT MUSEUM BOARD MEETING
Town Council Chambers
August 28, 2024

Present: Barry Gibbs, Betty Hoare, Mich Forster, Tom Carey, Earl Taylor, Val Ritzen, Bill Kells, and Kandice Meister

Absent: Marg Lane and Cynthia Wannamaker

1. Call to order by Barry Gibbs at 2:02 PM. Introduction of new board member, Val Ritzen. Longtime resident of Claresholm and well known to most board members.
2. Motion made by Kandice Meister for the adoption of amended agenda. **CARRIED**
3. No correspondence. Motion made by Tom Carey for approval of minutes date July 17, 2024. **CARRIED**
4. Chair Report
 - Barry spoke with Bonnie Downey from Friends of the Museum regarding the Link Trainer Project. The Community Foundation and the Claresholm Legion provided funding for the project. An official opening of the Link Trainer Exhibit will focus on recognizing the funders and enhancing the profile of the Friends of the Museum. Bonnie organized the event, with Bill, and it took place on the Friday of Fair Days. Rob wrote an extensive article in the Local Press which profiled the exhibit, the funders, and the Friends of the Museum. A final report on the project will be forthcoming.
 - Request for feedback from the Friends of the Museum on Fair Days revealed the need for changes to “Lemonade on the Lawn” held on Saturday of Fair Days. Fewer people but donations was within \$17 of last year. No new memberships were sold. Old Fashioned kids’ games was significantly lower than previous years. It maybe time for all shareholders to discuss what went well and where improvements could be made.
 - The Porcupine Classic Cruisers allowed the museum float to be displayed on Sunday at their car show. More visibility for the award-winning float and continued support between the Claresholm Museum and the Porcupine Hills Classic Cruisers.
5. Museum Financial Report dated August 27, 2024, were reviewed. Earl Taylor made a motion of acceptance of the financial statement. **CARRIED**
6. Executive Directors Report
 - The final day for our summer students Jenna and Tianna is Friday August 30, 2024. It has been a good summer, and we wish them well as they return to their career studies. The museum closes for the season on September 1st. Jordyn and Bill will be working Saturday and Sunday.
 - We have received the first payment \$8,769.60 (75%) of the Young Canada Works grant for our summer students. The remaining \$2,923.20 will be released to us after the final reports from both the students and the employer have been submitted.
 - Fair Days, by most accounts, was a roaring success. Several concerns, on both Friday night and Saturday, at the museum grounds, need to be addressed before next year’s event, to better meet the museum’s desired objective of having special events at the museum grounds. That is, to increase engagement with the community and increase attendance through the museum. As a result, increase overall awareness of what is inside that valuable Town asset, not just the grounds.
 - Congratulations to everyone on the plan and execution of this year’s float. Another First or, actually two firsts.
 - There is enough money in the remaining payroll budget to fund the new position, the Executive Director and Jordyn through to the end of the year. It is understood that the ED hours will be flexible in the off season, his contract will remain at max 3 days per week, with the understanding the ED

will reduce to approx. 2 days a week where possible.

– Applications for the position of Collections and Visitor Experience Supervisor are coming in steadily with eight in hand so far.

– We continue to receive artifacts and are amazed that so much early history still exists, in its material form, in mint condition, in the possession of so many proud descendants of early Claresholm families or those who served on the base. That they choose to donate it to our museum rather than sell it, or worse yet, dump it, is encouraging and very much appreciated.

– Mackin Hall's history and future was discussed by the board. Mich Forster made a motion to pursue taking over Mackin Hall from the town and moving to the Museum grounds. After a vote, the motion was denied. **CARRIED.**

7. Fund Raising Report

- The committee discussed the need for two replacement park benches in front of the Station and two new benches in front of the Exhibit Hall. The cost of two benches that match the planters in front of the Exhibit Hall was \$4,250 not installed. This cost was considered too high and more research to be done. The addition of bicycle racks in the front of each building was also brought up. The placement of benches and bicycle racks would not affect a site plan.

– The committee discussed a general fund-raising kick-off. This would involve a timeline with announcement date, and methods to be included – such as a brochure. The goal would be to get it going before Christmas and include a Legacy Program.

Motion for adjournment by Val Ritzen at 4:03 PM. **CARRIED**



Barry Gibbs
Board Chair