



P.O. Box 463, Burk's Falls, Ontario P0A 1C0
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Heritage Centres
Watt Century Farm House
827 Chetwynd Road
Armour Township

Wiseman's Corner Schoolhouse
112 Midlothian Road
Ryerson Township

MINUTES

Burk's Falls & District Historical Society

Video Zoom Meeting

Monday, May 11, 2020

Members Present: Diane Brandt – President
Nieves Guijarro – Vice-President
Jarv Osborne – Treasurer
Charlene Watt - Secretary
Lorne Main
Linda Maurer
Judy Ransome
Mike Quinton

The Members present constituted a quorum.

Call to Order:

The meeting was called to order at 7:00 p.m.
Diane Brandt in the Chair.

Welcome:

Diane welcomed Members.
Regrets from Lisa Morrison and Betty Caldwell.

Delegation:

None

Approval & Amendments of the Minutes of the Last Meeting:

Acceptance and adoption of the February 17, 2020 Meeting Minutes as circulated:
Moved by Jarv Osborne, Seconded by Nieves Guijarro. Carried

Treasurer's Report:

Treasurer's / Financial Report presented by Jarv Osborne. Main bank account balance was \$3,664.34 on March 31, 2020. Account balance as of May 11, 2020 is \$3,212.48. Expenses include the monthly fee of \$56.44 for Net Spectrum and \$338.98 for shelving, for total expenses of \$395.42. We have approximately \$40 in memberships for deposit.

Motion to accept the Treasurer's report and pay the monthly invoices: Moved by Mike Quinton, Seconded by Nieves Guijarro. Carried



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Committee Reports:

Membership Committee: No report presented.

General Business:

- 1. Insurance:* Jarv Osborne informed members that he spoke to John Thomas today. Based on the quote, Jarv will request an invoice and if we have questions regarding the coverage, we will contact John. Clarification will be made regarding Directors and Officers to ensure that volunteers are covered. Members agreed that the quote of \$162 for liability insurance is an acceptable rate.
- 2. Heritage Day:* Heritage Day will be cancelled for 2020 because of the COVID-19 pandemic. At this time, under the provincial emergency order, the museum is not permitted to be opened and no gathers of more than 5 people is allowed. The Council for the Township of Armour decided at their April 14, 2020 meeting that they will not be hosting the event. Charlene informed Members that deposits that were made for attractions are being held by the companies for next year's celebration. The Firefighter Challenge has been cancelled. It is difficult to plan for any event at this time. Members agreed to cancel Heritage Day for July 11, 2020 but will consider hosting an open house in August should conditions change and depending on provincial requirements.

New Business:

Summer Student: Our summer student from 2019 will not be returning to work for the Historical Society in 2020. Diane was informed by Riley that he is moving to Ottawa at the end of May. Because of the COVID-19 pandemic, Members are unsure of staffing needs but note a benefit in having staff without being open to the public. Diane Brandt mentioned hiring Kendra Kellas back part-time for 2020 to clean and Members agreed to hire Kendra back at a rate of \$14 per hour.

Advertising: Members discussed advertising the heritage centres for 2020 and decided to forfeit advertising in the Almaguin Community Guide or other publications because of the uncertainty in the operating season. **Motion to not advertise the heritage centres in publications for 2020: Moved by Diane Brandt, Seconded by Jarv Osborne. Carried**

Audit: Jarv Osborne informed Members that Dalene MacDonald will file our income tax. This will be her last year of service. Bruce Campbell and Betty Caldwell have not completed the audit to date because of the pandemic but Members agreed to deliver the books to the accountant regardless. An audit will be completed as soon as we are able.



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Other Business:

Donations: Jarv Osborne informed Members that donations of a history book, deed and an 1886 Burk's Falls newspaper were received. Jarv has handed the artifacts to Betty Caldwell for cataloguing.

COVID-19 Safety Measures: Charlene Watt mentioned to Members that we should consider implementing health and safety policies for volunteers and visitors. We may want to consider opening the heritage centres by appointment only with a sign in sheet that we could contact should there be a COVID-19 infection. Also for consideration is personal protective equipment, cleaning procedures, protocol on washroom use and social distancing measures.

Adjournment:

The next meeting will be held at the call of the President. There being no further business, **Mike Quinton moved to adjourn the meeting at 7:55 p.m.**

Recorded by
Charlene Watt, Secretary

Approved by
Diane Brandt, President