

**MINUTES OF THE REGULAR MEETING OF
THE NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION
HELD AT 6:30 P.M. ON APRIL 19, 2012
IN THE COMMUNITY HISTORY CENTRE MEETING ROOM
3203 INSTITUTE ROAD, NORTH VANCOUVER, B.C. V7K 3E5**

PRESENT: COUNCILLOR DON BELL (City)
DOUGLAS COLBY
DAN FRANCIS
ROBERT HEYWOOD (Chair and Friends Society Representative)
COUNCILLOR ROBIN HICKS (District)
SANFORD OSLER (Vice-Chair)
MATTI POLYCHRONIS
ROBERT WATT
NANCY KIRKPATRICK, Director
JAN MANATON, Recording Secretary
SHIRLEY SUTHERLAND, Assistant Director

REGRETS: SEPIDEH SARRAFPOUR

1. **CALL TO ORDER AND APPROVAL OF AGENDA**

The Chair called the meeting to order at 7:00 p.m. The agenda was approved as circulated.

2. **APPROVAL OF THE MINUTES OF THE MARCH 15, 2012 MEETING**

Mr. Francis MOVED and Mr. Osler SECONDED

THAT the Minutes of the Regular Meeting and the Minutes of the In-Camera Meeting of the Commission held on March 15, 2012 be approved.

CARRIED UNANIMOUSLY.

3. **MATTERS ARISING**

Commission Vacancy

Mr. Osler reported that an individual had been identified and recommended to the District. An appointment is expected to be made at next week's meeting of the Advisory Oversight Committee.

With respect to filling the City vacancy, Councillor Bell noted that he had discussed the matter with the Mayor and this continues to be a work in progress.

Update on Museum Collection Clean-Up Project

Ms Kirkpatrick reported that she would be making a presentation on the project to District Council on Tuesday evening, April 24, accompanied by Mr. Osler. As the City has approved funding for Option B, the presentation will recommend that the District also fund Option B. If the District agrees to fund this option, they will provide one third of funding for the entire project, as the City has already provided unmatched funds equal to one third of the overall cost. An earlier sticking point related to artifact ownership by each municipality; however, the District owns about one third of the collection and Ms Kirkpatrick expressed optimism that Option B will be approved.

4. **REPORTS**

Director's Report

Ms Kirkpatrick noted the following:

- She had been working almost exclusively on the new museum and collections clean-up projects and on various reports to the municipalities.
- She will be travelling to Chicago for three days to visit museums, and to the American Association of Museums' Annual Meeting in Minneapolis. She expects to return with lots of ideas for the new museum.
- *Collections Policy Revision*
Reference was made to a document circulated at the meeting and it was noted that the revision to the clause relating to municipal ownership had been reviewed and approved by the Governance Committee in person and by the Programming & Collections Committee by email. The revised clause enables items received from 1996 to be deemed jointly owned by the City and the District. The Commission will be asked to approve the revised (April 2012) Collections Policy at its next meeting, after which it will be forwarded to the municipalities for approval. Ms Kirkpatrick noted that, while the staff did not feel the proposed revision would be controversial, there may be some municipal opposition or liability issues around the revised clause.

Museum & Archives Operations

Ms Sutherland noted the following:

- The public component of the Heritage Fair takes place from 6:00-8:00 p.m. on Friday, May 11. Ten schools are participating in the Fair. Promotional rack cards were circulated and Commissioners were asked to help get the word out.
- On May 5, 2012, Ridgeway Elementary School celebrates its 100th anniversary. NVMA will be providing a museum display and costumed interpreters.
- On June 23, 2012, NVMA will be participating in an event to celebrate the opening of the renovated City Hall.
- Work has been done on the NVMA website; Commissioners were encouraged to visit the site.

Standing Committee on Governance

Mr. Osler spoke to the Minutes of the April 10, 2012 committee meeting that had been circulated with the meeting package. The committee was proposing a change to its terms of reference to increase the number of members from three to four. Mr. Osler MOVED and Mr. Francis SECONDED

THAT the revised Terms of Reference for the Standing Committee on Governance be adopted.

CARRIED UNANIMOUSLY.

Special Committee on Community Engagement

Ms Polychronis noted that the Friends Society had formed a fundraising committee; it will meet next Tuesday. One of its tasks is to brainstorm the fundraising event in conjunction with the Baxter& exhibit. She also reported that a sponsor may have been found for the *Express* newsletter.

Special Committees on Programming & Collections/Facilities Planning

Mr. Francis reported that a joint meeting of the two committees had been held to discuss the feasibility study for the Pipe Shop. Notes of that discussion had been circulated with the meeting package. The committees had raised the issue of whether the new museum vision would need to be revisited in light of the Pipe Shop's location (e.g., would the site have an impact on the type of programming that will take place). It was felt that the Commission should discuss this at a future meeting; the Chair asked that the committees provide their thoughts on the matter to aid the discussion.

Friends Society

The Chair reported that the Society's key focus at its last meeting was fundraising and sponsorships. The Society will be looking at opportunities to step up the Society's fundraising

activities, which will intensify once an announcement regarding the location of the new museum is made.

Ms Kirkpatrick noted that board member Yashar Khalighi was helping to identify individuals for the *Diversifying History* project, an oral history project with Iranian-Canadians that will be conducted with SFU's Centre for the Comparative Study of Muslim Societies and Cultures and its Oral History Lab. A proposal has been written by Sharon Fortney, curator of the *Entwined Histories* exhibit and project co-ordinator, and Mr. Khalighi has been provided with a copy of that proposal. The intention is to submit a \$25,000 funding request to the Djavad Mowafaghian Foundation to assist with the multi-phased project. The first phase concentrates on gathering stories from individuals who immigrated in the 1960s and 1970s. It is hoped that these oral histories will help develop the Museum and Archives' collections and lead to an exhibit project.

Ms Kirkpatrick reported that the *Treasures in the Attic* event raised approximately \$1,100 for the Society. Almost 100 people attended this very successful event.

6. **OTHER BUSINESS**

Urban Arts Workshop

Referring to the workshop that preceded the meeting, Ms Kirkpatrick noted that Urban Arts will provide concept drawings for two costed-out designs. Mr. Colby asked whether funds raised from the disposal of artifacts could be used to promote the new museum. Ms Kirkpatrick advised that any funds received from artifact disposal are required to go into a restricted fund used to either purchase or maintain artifacts. She noted that a maritime-themed museum had expressed interest in one of the larger artifacts.

Ms Kirkpatrick noted that the Urban Arts feasibility study was commissioned by the City and the report will probably go to staff first, as Council will seek direction from staff. Ms Polychronis said that if the preferred option is the most expensive, the Commission must be able to provide an analysis showing the long-term benefits of that option. Ms Kirkpatrick noted that the cost estimates include the construction phase and operating costs for twenty years. Larry Orr, City Manager, Lands & Business Services, will be assisting with identifying revenue opportunities. The Chair noted that these opportunities are expected to offset increased operating costs. Councillor Bell suggested that the Commission note that while it is compromising on the new museum's size, it will make the best use of available space in the Pipe Shop.

Diversifying History Project

Councillor Bell pointed out that there are many different religions within the Iranian-Canadian population. Ms Kirkpatrick noted that this had been discussed with SFU and one of the project's aims is to explain this diversity to the wider community. She undertook to send a copy of Ms Fortney's proposal to Councillor Bell.

7. **ADJOURNMENT**

The meeting was adjourned at 7:31 p.m. The next regular meeting is scheduled to take place on Thursday, May 17, 2012 at 5:30 p.m. in the Community History Centre Meeting Room.

ROBERT N. HEYWOOD, Chair
NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION

Minutes prepared by: _____
Janice Manaton, Commission Secretary