

MINUTES OF THE REGULAR MEETING OF  
**THE NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION**  
COMMENCING AT 5:00pm ON THURSDAY, APRIL 20, 2017  
AT THE COMMUNITY HISTORY CENTRE  
3203 INSTITUTE ROAD, NORTH VANCOUVER, B.C. V7K 3E5

---

PRESENT: COUNCILLOR DON BELL (City)  
CATHARINE DOWNES  
JONATHAN EHLING  
VICTOR ELDERTON (Chair)  
JAMES FOX  
TERRY HOOD  
NANCY KIRKPATRICK, Director  
LAUREL LAWRY, Recording Secretary  
SHIRLEY SUTHERLAND, Assistant Director  
JANET TURNER, Archivist  
DEREK HAMILL, guest  
NANCY COTTINGHAM-POWELL, North Vancouver Community Arts Council  
SHELLEY CRAIG, UrbanArts Architecture  
DAVE CROMP, UrbanArts Architecture

REGRETS: KEVIN EVANS  
SHERYL FISHER-RIVERS  
COUNCILLOR ROBIN HICKS (District)

---

1. ***Call to Order and Approval of Agenda.***

The Chair called the meeting to order at 5:05 pm. The Agenda was approved as amended.

2. ***Consent Agenda***

Moved by Ms. Downes and seconded by Mr. Hood that the Minutes of the Regular Meeting held on April 16, 2017 be approved as circulated.

CARRIED UNANIMOUSLY

3. ***Presentations***

*Presentation on Archives Operations & Opening Hours by Janet Turner, Archivist.*  
The Commission thanked Ms. Turner for her presentation and by unanimous consent, requested that the Friends Society be asked to support the wage cost of \$2,500 for a scanning technician to work additional hours on Saturdays. Ms. Turner left the meeting.

*Presentation on the North Shore Cultural Mapping project by Nancy Cottingham-Powell.*  
The Commission thanked Ms. Cottingham-Powell for her presentation which outlined the progress on the North Shore Cultural Mapping project and its Advisory Board. Ms. Cottingham-Powell left the meeting.

*Presentation by UrbanArts Architecture, New Museum Architect - item deferred to accommodate the presenter's arrival later in the meeting*  
The new layouts and floorplans for the Museum were presented and discussed by the Commission and Architects. Ms. Craig and Mr. Crompt left the meeting.

#### 4. **Reports for Approval**

- **Recommended Museum Deaccessions #11 Report – Attachment # 2**

Moved by Mr. Hood and seconded by Ms. Downes

**PURSUANT** to the report of the Director of the NVMA, Nancy Kirkpatrick, dated April 13, 2017, entitled “Recommended Museum Deaccessions #11”:

**THAT** the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 519 objects on the attached lists, and recommends to the municipal owner of each (City and/or District of North Vancouver as appropriate) that all 519 items be deaccessioned and disposed of, according to the provisions of the Commission’s Collection Policy.

CARRIED UNANIMOUSLY

#### 5. **Matters Arising:**

- New Museum

The Director provided updates on the following items:

- Follow-up from Facilitated planning session  
The Director provided updates on the March 25 session with Charles Holmes. A brand narrative will be developed with the assistance of communications consultant Megan Sheldon, who has been engaged to work with the NVMA to create the messaging and branding story.
- Exhibit Design  
Thirteen proposals were received in response to the City of NV RFP and three short-listed candidates were invited to make presentations to the selection panel on April 20. A decision was reached on the successful exhibit designer through a rigorous process. City of NV staff will notify all bidders.
- Branding  
City of North Vancouver staff are considering engaging a signage specialist for the New Museum site hoarding.
- Stakeholder map - Attachment #6 (*This item was deferred to the next meeting*)
- Commissioner communications with municipal councillors  
The Chair provided a brief outline of his recent communications with the City and District of NV Mayors.

**6. Reports:**

- Governance Review - *(This item was deferred to the next meeting)*

- Director's Report

Ms. Kirkpatrick provided a 1-page update on the New Museum project and confirmed the CCSF grant for the first fiscal year had been spent out.

Ms. Kirkpatrick reported on the status of the upcoming Chief Dan George exhibit and its opening reception on June 21, 2017. A small grant has been received for National Aboriginal Day events from Celebrate Canada, through the Department of Canadian Heritage.

- Museum & Archives Operations

Ms. Sutherland reported that the NVMA website has been updated with the addition of two new videos sponsored by the Vancouver Fraser Port Authority and a virtual exhibit entitled Unlocking North Vancouver History. The School Programs saw a 40% increase in bookings for April 2017, compared the April 2016.

- Aboriginal Voices Partnership

Mr. Hood provided a printed update on the working group's activities.

- Friends Society Report

Ms. Kirkpatrick reported that the 2017 AGM has been re-scheduled for September 14, 2017 at Presentation House. The artist Wade Baker and author Mary Tasi will deliver a talk on the Sisters Mountain Panel for the New Museum.

**7. Items from Commissioners**

Mr. Hood proposed a visit to the Museum of History and Industry in Seattle. The Commission agreed that a visit guided by Leonard Garfield, Executive Director, would be useful and that a visit will be planned between May and July 2017 for interested Commissioners.

Mr. Elderton reported that his presentation about the NV Museum and Archives at the seniors' residence *Maison* went very well.

Meetings to raise awareness and create opportunities for community and business partnerships have been taking place on an ongoing basis between Commissioners and community and business leaders.

**8. Other Business**

Ms. Downes made a recommendation that the NVMA consider LED marketing boards, similar to those proposed at Blueshore Financial offices on Lonsdale Avenue.

**9. Adjournment at 9:08 pm.**

Next meeting at 5:30 pm on May 18, 2017 in the Community History Centre Meeting Room.

---

Victor Elderton, Chair  
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION

Minutes prepared by: \_\_\_\_\_  
Laurel Lawry, Commission Secretary