

**MINUTES OF THE REGULAR MEETING OF
THE NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION**

Commencing at 5:00pm on Wednesday, February 21, 2018
AT THE COMMUNITY HISTORY CENTRE
3203 INSTITUTE ROAD, NORTH VANCOUVER, B.C. V7K 3E5

PRESENT: COUNCILLOR DON BELL
JONATHAN EHLING
VICTOR ELDERTON (Chair)
SHERYL FISHER-RIVERS
JAMES FOX
DEREK HAMILL
GINETTE HANDFIELD
COUNCILLOR ROBIN HICKS
TERRY HOOD
TERRY McALDUFF (Friends Society)
BOB MCCORMACK (Friends Society)
NANCY KIRKPATRICK, Director
LAUREL LAWRY, Recording Secretary
SHIRLEY SUTHERLAND, Assistant Director

REGRETS: KEVIN EVANS

GUESTS: JASON DAY (photographer) & SANDRA WHITE (AVAG)

1. Call to Order and Approval of Agenda

Call to order at 5:30 pm

2. Consent Agenda

- Approval of Minutes of the Regular Meeting held on January 17, 2018
- Director's Report
- Recommended Museum Deaccessions Report #16

Councillor Don Bell moved and Mr. McCormack seconded

THAT the recommendation listed within the "Consent Agenda", be approved.

CARRIED UNANIMOUSLY

Recommended Museum Deaccessions #16

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 403 accessioned objects and 40 unaccessioned (found in inventory) objects on the attached lists,

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of the "Aquarius" submersible (1979.053) according to the provisions of the Commission's Collections Policy and recommends to the City of North Vancouver that this

museum artifact be deaccessioned and disposed of,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

CARRIED UNANIMOUSLY

3. Presentation and Discussion

- Community Engagement & Partnerships Committee
 - Slide Deck presentation

Mr. Hood presented a slide deck for use by Commissioners and FR Cabinet when speaking with the community and prospects. A focus on images both historical and current aid in presenting an exciting and concise look at the project, its location, and the community, with an outline of the goal of the Capital Campaign. A copy will be shared with Commissioners and comments and feedback are encouraged. Potentially send it off to the graphic designer to create cohesion with the campaign collateral being developed.

4. New Museum Reports

- Status of New Museum Planning
The budget and timeline were reviewed. The targeted opening of the new museum has been moved to early 2020. In mid-2019, the NVMA will gain access to the facility to begin tenant improvements. Discussion ensued around the timing of the design development process, the tendering process and the Streetcar installation, which is anticipated to take place prior to July 2019. All funds raised should be in hand by March of 2020. A presentation for City of NV staff will take place in March or April 2018 in the Council Chambers. NVMA and City project staff will be making the presentation, and Commissioners will be invited to attend. The target for this fiscal year's project expenditures has been attained for March 2018.

5. Councillors' Review/Reports

Nothing to report by councillors. The Director reported that the Water's Edge touchscreen exhibit has been offered to the District Hall but has not yet been confirmed. A mobile exhibit for the District Library in and Parkgate Recreation Centre is under review with the Library staff and the Recreation Commission Directors.

6. Reports:

- Aboriginal Voices Advisory Group
An update was provided on the work carried out by the group with the exhibit design team. Ms. White reported that a presentation will be made to local First Nations' Councils coinciding with the launch of the Capital Campaign. The role and function of the AVAG will be reviewed in relation to the continued future support it will provide to the New Museum. District of NV Community Heritage Advisory Committee has selected the NVMA's *Chief Dan George: Actor & Activist* exhibit and Indigenous Peoples and First Nations programming components for a District Heritage award; the George family is also being honoured with an award for their participation.
- Friends Society Report
Ms. McAlduff provided an update on the April 12 North Vancouver Chamber of Commerce *Business After 5* event at the Community History Centre. The April 27 *Night for the Museum* fundraising event at Polygon Gallery update included a request for auction items for the event and for Commissioners to share the invitation with friends and family. A Privacy Policy will be reviewed at the next Friends Society board meeting.

- **Community Engagement & Partnerships Committee**
Mr. Hood presented a prepared table of prospective Community Partners. The checklist and contact list within the table is meant to be reviewed and updated as a standing item on a bi-monthly basis at Commission meetings to enable Commissioners to track communications and relationships with Community Partners. Means of communication for the vicinity, for example local employee and/or residential newsletters, cross promotions with restaurants, movie theatres, and Seabus and transit stations, were discussed. Cultural sector partnerships were discussed.
- **Branding/ Naming Working Group**
In the absence of the group's representative, members provided a brief update on the progress of the communications with the naming agency.
- **Fundraising Cabinet**
An update was provided by Mr. Hamill and included information on the Cabinet's activities, and a proposed Tomahawk restaurant collaboration. The Case for Support document has been produced in draft form by a graphic designer. The Campaign Plan document is being developed, including a timeline for the campaign goal. Materials will be printed in March. Confidentiality Agreements were signed by the Cabinet members. Cabinet decided to redefine the roles of the contracted fundraising positions. Cabinet members are currently making approaches in the "quiet phase" of the campaign. The public campaign is being planned to launch later this year. A joint meeting between Commissioners, Friends Society board members, and Fundraising Cabinet members earlier in the week was productive. The Solicitation Committee will meet next week. The Commission was reminded to consider naming a high-profile honorary Chair of the Campaign Cabinet.
- **Governance Committee Report**
A brief update was provided with respect to the year end audit and budget discussions. A reminder to Commissioners that the Commission's Strategic Planning Meeting is scheduled to take place on Saturday February 24 with Charles Holmes.

7. Items from Commissioners

- **Standing Item: Commissioner communications with municipal councilors**
A suggestion was made to explore the possibility of deaccessioning the submersible and providing it to a Lower Lonsdale partner to keep it within the vicinity.

8. Other Business

No other business.

9. Meeting was adjourned at 7:15 pm.

The next meeting is scheduled for 5:30 pm on Wednesday, March 21, 2018 in the Community History Centre Meeting Room.



Victor Elderton, Chair
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION

Minutes prepared by: 
Laurel Lawry, Commission Secretary