

# THE MUSE BOARD MEETING

## MINUTES

December 19, 2024 - 4:30 pm - Lake of the Woods Museum Board Room

**PRESENT:** Robert Bulman, Lisa Lyle, Hannah Edie, Reid Thompson, Lindsay Koch, Kirsten Fair, Cheryl Mosindy

**REGRETS:** Charito Gallivan

### **1 CALL TO ORDER AT 16:33**

*Land Acknowledgement read by Board Chair Robert Bulman*

### **2 APPROVAL OF AGENDA FOR MEETING**

*Moved by Reid Thompson, seconded by Lindsay Koch that the agenda for the meeting of December 19, 2024 be approved as presented.*

*Carried.*

### **3 DECLARATION OF PECUNIARY INTEREST**

*Robert Bulman declared that his spouse, Susan Bulman, had taught several art classes in November for which she was paid the standard instructor fee.*

### **4 KNOWLEDGE OF FRAUD AND LEGAL MATTERS**

Nil

### **5 APPROVAL OF PREVIOUS MEETING MINUTES**

*Moved by Lisa Lyle, seconded by Cheryl Mosindy that the minutes of the October 23, 2024 meeting be approved as presented.*

*Carried.*

### **6 BUSINESS ARISING FROM THE MINUTES**

Nil

### **7 FINANCIAL**

7.1 Operating Budget vs Actuals for Art Centre and Museum for October

7.1 Operating Budget vs Actuals for Art Centre and Museum for November

- There was a broad overview of the Museum and Art Centre finances for October and November

- It was mentioned that Museum book sales were down in part because we don't have a heavy hitter like Joe Ralko's Devil's Gap book this year. With several local book projects on the go in 2025 the thought it those numbers will look up in the future.

- There was special mention of the Muse membership situation. Our members are getting older, so our membership base is shrinking. This is something we will be looking at in 2025, especially how to attract young families and young people generally. The discounts at the Art Centre are a great incentive, so we'll be looking at more membership perks like that.

- Overall things are looking pretty good for both buildings. The numbers for the museum are buoyed by the fact that we did not hire an intern that was budgeted for, and we did not pay a Museum Curator for 2.5 months.

- There was an ask to have better colour coding on the documents. Currently all the "differences" are showing as red even if they are positive differences (IE If we make more money than we expect). Moving forward positive differences will be green, and negative differences will be red.

## 7.2 October 2024 expenses - Museum and Art Centre

- It was noted by a member that oversight of expenses is a critical piece of the Muse Board's function. There was broad agreement with that viewpoint.

*Moved by Lisa Lyle, seconded by Lindsay Koch that the October expenses for the Douglas Family Art Centre in the amount of \$17,559.10 be approved.*

*Carried.*

*Moved by Cheryl Mosindy, seconded by Reid Thompson that the October expenses for the Lake of the Woods Museum in the amount of \$5359.69 be approved.*

*Carried.*

## 7.3 November 2024 expenses - Museum and Art Centre

*Moved by Lindsay Koch, seconded by Cheryl Mosindy that the November expenses for the Douglas Family Art Centre in the amount of \$44,372.98 be approved.*

*Carried.*

*Moved by Hannah Edie, seconded by Reid Thompson that the November expenses for the Lake of the Woods Museum in the amount of \$8,637.82 be approved.*

*Carried.*

## **8 RECOMMENDATIONS FROM ADVISORY COMMITTEES**

8.1 Both Museum Advisory Committee and Art Centre Advisory Committee members have been presented with the 2025 meeting schedule, and have approved. The Indigenous Advisory Committee did not meet in December, but the new schedule was circulated in an update email and there were no objections.

- There was a brief discussion on this matter. The thought it that moving to quarterly meetings will make for meetings that have a bit more heft. Ideally with will also help with attendance.

## 9 RECOMMENDATIONS TO COUNCIL

- None for this meeting, but it was noted there was one coming up in January. There is text that has been provided by the Canadian Conservation Institute that is necessary to include in the establishing bylaw related to Designated Cultural Property. This is part of the application for “Category A” Gallery status.

## 10 DECISION ITEMS

### 10.1 2025 Membership Rates

- The last time there was a membership increase was 2022. The idea is we want to slowly increase our membership rates every few years so we don’t have to make a big jump after not increasing them for too long.

- there was a brief discussion around the circulated document. There was a discussion around exact numbers.

The numbers decided on were as such:

Type of Membership	2024	2025	Total with tax
<b>Individual</b>	45 + tax	50+tax	56.50
<b>Family</b>	75 + tax	80+tax	90.40
<b>Patron</b>	150	155	155
<b>Institutional</b>	200	210	237.3
<b>Sustaining</b>	200 - 499	210-499	210-499
<b>Sponsor</b>	500 - 999	520-999	520-999
<b>Benefactor</b>	Over 1000	Over 1000	1000

*Moved by Hannah Edie, seconded by Lindsay Koch that the 2025 membership rates be approved as amended.  
Carried.*

### 10.2 2025 Budget Adjustments

- Formerly the Museum’s budget would be made up by the board and presented as an outside agency. Since 2020 the Muse has been under the City umbrella as a city department. More recently the initial budget document is recorded in June. Some adjustments are necessary at the end of the year to put a finer point on the budget (to better reflect the yearly actuals, and any larger

projects that have come up in the interim.) This adjustment does not change the amount that is being received from the city.

- The budgets do not require a large amount of changes. The largest for the Museum is shifting some money around for the installation of security cameras.

*Moved by Lindsay Koch, seconded by Hannah Edie that the adjustments to the 2025 Lake of the Woods Museum operating budget be approved as presented.*

*Carried.*

*Moved by Lisa Lyle, seconded by Reid Thompson that the adjustments to the 2025 Douglas Family Art Centre operating budget be approved as presented*

## **11 DISCUSSION ITEMS**

- nil

## **12 INFORMATION ITEMS**

### **12.1 Directors Report**

- There was the report of the completion of the Litman Collection donation. This represents a large collection Woodland Art originally collected by Dr. Jerry Litman while he lived in Kenora.

- There was a brief discussion on the role of Art Galleries, and founding collections

- There was a discussion about the environmental conditions at the Art Centre in/re: Category A Designation project. At the end of November there was a temperature drop in the upper gallery that was seemingly not connected to any event. As a single day drop it could likely be explained away in the application. However, staff began reviewing the December numbers and found there was more movement in than allowed for Class A environmental control. That caused staff to raise the alarm. The City Engineering Department has been brought on board to help with the project. Any issues currently being experienced are not insurmountable, but will require some special attention. This is a considerable source of stress for Muse staff, and we welcome the help of the Engineering Dept.

*Hannah Edie left the meeting at 5:12PM*

### **12.2 Strategic Plan Report Card**

- There was a discussion about roles of Board Members. Most of these roles will consist of work on sub committees lead by Museum staff.

- There was a suggestion that most board members would be broadly open to serving on any of the action items based on their CVs.

- Braden will follow up with individual board members in the new year.

### **12.3 Results of Art Auction - The Path of Gold**

- The auction was won, and the work arrived today (Dec 19). Many thanks to our patrons for their financial support, and to City Finance staff getting the payment to Heffel without being able to use Canada Post. This piece was one of the few Phillips Lake of the Woods images that we did not have in the collection. We were also able to bid on, and win, a Phillips watercolour that was likely done in the Mink Bay Area.

12.4 Advisory Committee Minutes

- distributed

**13 CORRESPONDENCE**

13.1 Resignation of Anna Harty from the Muse Board

- Letter distributed. With Family commitments taking priority, Anna made the hard decision to resign from the board. Anna was an excellent addition to the Board, and would absolutely be welcomed back in the future.

**14 IN CAMERA SESSION**

- nil

**15 OTHER BUSINESS**

- nil

**16 NEXT BOARD MEETING**

Moved by Lisa Lyle to adjourn at 4:30 in the Museum Board Room on January 30th, 2025

**17 ADJOURNMENT at 17:44**