

THE MUSE BOARD MEETING MINUTES

May 14, 2026 - 4:30 pm - Lake of the Woods Museum Board Room
Make Up Meeting for April 30, 2026

PRESENT: Robert Bulman, Cheryl Mosindy, Kirsten Fair, Lindsay Koch, Reid Thompson, Karen Ingebrigtsen, Lisa Lyle, Charito Gallivan, Braden Murray (ex officio)

REGRETS: Hannah Edie

1 CALL TO ORDER

The meeting was called to order at 16:31.

The land acknowledgement was read by Robert Bulman.

2 APPROVAL OF AGENDA FOR MEETING

Moved by Karen Ingebrigtsen, seconded by Cheryl Mosindy that the agenda for the meeting of April 30, 2026 be approved as presented. Carried.

SPECIAL PRESENTATION - Special Request: *Three Bathers* - W.J. Phillips
Sophie Lavoie presented information about the proposed purchase of Three Bathers by W.J. Phillips and spoke about the importance of watercolours. It was noted that there was \$33,826.55 in the Art Centre Exhibit/Collection Fund.

Moved by Charito Gallivan, seconded by Lisa Lyle, that The Muse allocate \$30,000 toward the purchase of Three Bathers by W.J. Phillips.

	Yea	Nay
Robert Bulman	X	
Lisa Lyle	X	
Cheryl Mosindy	X	
Kirsten Fair	X	
Lindsay Koch		X
Charito Gallivan	X	

Carried.

3 DECLARATION OF PECUNIARY INTEREST

Charito Gallivan declared that she is paid an honorarium for presenting for We Are What We Eat, but after receiving it, donated it back to the Muse.

4 KNOWLEDGE OF FRAUD AND LEGAL MATTERS

Nil.

5 APPROVAL OF PREVIOUS MEETING MINUTES

*Moved by Lindsay Koch, seconded by Karen Ingebrigtsen that the minutes of the March 26, 2025 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 March 2026
The Operating Budget vs Actuals reports for the Art Centre and Museum for March 2026 were received for information.

Reid Thompson was excused at 17:04.

- Museum revenues and expenditures were both up, and staff noted that once some expense items are split up, the budget will be on track.
- Museum admissions reflected a boost in attendance from The Age of Analog exhibition; gift shop sales were slightly up and book sales were slightly down.
- Museum repairs and maintenance included costs related to the 2025 window project billed in 2026.

- Art Centre institutional memberships were higher due to class visits, and gift shop sales were up in part due to strong commission sales.
- Art Centre temporary exhibition expenses included the 50% down payment for the 2027 Group of Seven and Tom Thomson exhibition.

7.2 March 2026 expenses - Museum and Art Centre

Moved by Kirsten Fair, seconded by Karen Ingebrigtsen that the March 2026 expenses for the Lake of the Woods Museum in the amount of \$27,446.83 be approved.

Carried.

Moved by Lisa Lyle, seconded by Cheryl Mosindy that the March 2026 expenses for the Douglas Family Art Centre in the amount of \$26,047.91 be approved.

Carried.

8 RECOMMENDATIONS FROM ADVISORY COMMITTEES

Nil.

9 RECOMMENDATIONS TO COUNCIL

9.1 DFAC-2026-01 Collections Management Policy

Moved by Lisa Lyle, seconded by Karen Ingebrigtsen that DFAC-2026-01 Collections Management Policy be added to The Muse Comprehensive Policy Manual, as amended.

Carried.

The policy establishes provisions for the development, refinement, documentation, care, acquisition, deaccessioning, repatriation, loans, access, and review of the Douglas Family Art Centre permanent collection and artworks on loan. The main changes were harmonizing the language around collections, and removing the Care of Collections section, which has been spun out into it's own separate policy.

10 DECISION ITEMS

Nil.

11 DISCUSSION ITEMS

11.1 Capital Planning Update

The Board received an update on capital planning. Staff noted the roof project's added cost, as well as recent discussions with City staff regarding longer-term capital planning objectives, and short-term mitigation options for the front of the Museum building.

- A note of thanks will be sent on behalf of the Board to the Kenora Sustainability Committee for their contribution to the project.
- There was a brief discussion on the renewal on the front of the building project. Outside funding is going to be sought to help pay for the project as construction costs have become untethered from reality. Additionally, we cannot apply for new funding until all the reporting for the current project (roof upgrades) is complete and reported on.

12 INFORMATION ITEMS

12.1 Director's Report

- Exhibitions at the Art Centre included Time & Paradigm: Michael Robinson, Art Musings, Time After Time: Jacques Schyrgens, Patterns & Parallels: The Great Imperative to Survive: Dr. Roberta Bondar, and the Kenora District Festival of the Arts visual arts exhibition. Museum exhibitions included Bergie: Kenora's Great Defender and The Age of Analog.

-The Muse was approved for the Province of Ontario's Summer Employment Opportunities Program, providing \$3,828 toward the cost of one Museum summer student.

-Marketing and advertising work included continued planning for the Art Centre banner and new photography of the Museum and Art Centre by Hannah Edie for advertising and the Category A application.

-\$4,000 cheque presentation from Triple PLAY in support of family programming and sponsored admission.

-Physical plant activity included capital planning discussions with City staff, yearly extended maintenance of the DFAC humidifiers, and discussions about a potential fence in front of the Museum.

12.2 Strategic Plan Report Card

- OAC Operating Grant funding is off the table, but the Northern Arts Grant is available for The Muse to pursue.
- Revenue-generating projects continued, including a custom plushie in prototype phase, and a replica Stanley Challenge Cup for use in the Museum and travelling exhibition.
- Reconciliation work continued through a draft banner for powwows and gatherings, distributed for feedback to the Indigenous Advisory Committee and Museum Advisory Committee.
- Relationship-building work continued with regional museum partners,
- Advertising planning included an April 9 advertising meeting, decisions regarding advertising in Stuff Magazine, and discussions about a year-long plan to advertise The Muse generally alongside exhibitions and programs.
- Visitor feedback work continued through planning for an improved visitor survey, including digital options for collecting data.
- Category A designation work continued, with documents sent to Pat Bovey for review and environmental conditions remaining on track, in spite the blip this past week.

12.3 Museum Advisory Committee Minutes
Circulated

13 CORRESPONDENCE

13.1 Summer Employment Opportunities Program

Correspondence from the Ministry of Tourism, Culture and Gaming was circulated. The correspondence confirmed approval of a Summer Employment Opportunities Program grant for one summer student in the amount of \$3,828.00.

14 IN CAMERA SESSION
Nil.

15 OTHER BUSINESS
Nil.

16 NEXT BOARD MEETING

The next Board meeting will be held at 4:30 pm in the Museum Board Room on May 28, 2026.

17 ADJOURNMENT

Moved by Charito Gallivan, seconded by Karen Ingebrigtsen that the meeting be adjourned.

Carried.