

**FRIENDS OF THE MARKHAM MUSEUM BOARD MEETING**  
**Minutes**  
**Meeting No. 89**  
**Electronic Meeting**  
**December 9, 2020, 4:00 p.m.**

<b>In Attendance:</b>	<b>Regrets:</b>
Wendy Kadlovski, Chair	Anisa Anwar
Dianne Azarello	Sue Smitko
Bill Crothers	Councillor Andrew Keyes
Jack Leung	
Anna Masci	
Lorne Smith	
Jill ten Cate	
Councillor Karen Rea	
<i>Staff:</i>	<i>Guests:</i>
Cathy Molloy, Museum Director	
Christina Kakaflikas, Acting Director, Economic Growth, Culture & Entrepreneurship	
Scott Chapman, Corporate Privacy & Records Coordinator	

**1. CALL TO ORDER AND OPENING REMARKS**

Under the authority of the *COVID-19 Economic Recovery Act, 2020* (Bill 197) and the City of Markham's *Council Procedural By-law 2017-5*, and in consideration of the advice of public health authorities, this meeting was conducted electronically with members of the Friends of the Markham Museum Board and staff participating remotely.

The Friends of the Markham Museum Board meeting convened at 4:04 PM with Wendy Kadlovski serving as Chair.

**2. DECLARATIONS**

Jack Leung disclosed a conflict with respect to Item #7a on the agenda (2019 Audited Financial Statements) by nature of his employment with the firm commissioned for the audit. Mr. Leung did not participate in the discussion or vote on the question of this matter.

**3. ADDITIONS/CHANGES TO THE AGENDA**

There were no additions or changes to the agenda.

Moved by Bill Crothers  
 Seconded by Jill ten Cate

That the agenda for the December 9, 2020 meeting be approved as distributed.

**Carried**

**4. REGRETS**

Regrets were sent by Sue Smitko.

**5. APPROVAL OF MINUTES OF THE MEETING HELD MARCH 11, 2020**

Moved by Bill Crothers  
Seconded by Wendy Kadlovski

That the minutes of the Friends of the Markham Museum meeting on March 11, 2020 be approved as distributed.

**Carried**

**6. BUSINESS ARISING FROM THE MINUTES**

None.

**7. NEW BUSINESS**

**a. 2019 Audited Financial Statements of the Friends of the Markham Museum Board**

Jack Leung disclosed a conflict on this item by nature of his employment with the firm commissioned for the audit. Mr. Leung did not participate in the discussion or vote on the question of this matter.

There was no discussion on this matter.

Moved by Bill Crothers  
Seconded by Lorne Smith

That the Friends of the Markham Museum Board approve the circulated audited financial statements.

**Carried**

**b. Transfer of Control of Trust Funds of the Markham Historical Society**

Bill Crothers clarified the historical practice regarding the disbursement and use of Markham Historical Society trust funds. It was noted that the funds are held by the City and released by Council (as the “members” of the Friends of the Markham Museum) on the recommendation of the Board. It was also noted that requests for the use of the funds are subject to specific disbursement criteria previously established by the Board and limited to matters of heritage research.

Moved by Bill Crothers  
Seconded by Lorne Smith

That the Friends of the Markham Museum Board approve the transfer of control of the trust funds held by the City of Markham on behalf of the Markham Historical Society to the benefit of the Friends of the Markham Museum; and,

That a copy of this resolution be forwarded to the “members” of the Friends of the Markham Museum.

**Carried**

## **8. DIRECTOR'S REPORT**

Cathy Molloy, Museum Director, advised that there are currently no confirmed Museum programming plans for 2021 due to ongoing uncertainty around public health and safety restrictions associated with the COVID-19 pandemic. It was noted that staff are in the process of developing plans for various limited and conditional re-opening scenarios that may be feasible pending further clarity on the status of public health and safety guidelines. It was also noted that any plans proposed for 2021 will be subject to adjustment as the conditions surrounding the pandemic continue to evolve.

## **9. CHAIR'S REPORT**

### **a) Appointment of Secretary**

It was noted that the role of the Secretary will continue to be performed by City of Markham staff. The official appointment of a secretary will be determined at a future meeting.

### **b) Appointment of Treasurer**

The Board consented to appoint Jack Leung to the role of Treasurer.

### **c) Collection Committee**

The Board consented to appoint the following members to the Collection Committee:

- Jill ten Cate (Chair);
- Bill Crothers; and,
- Lorne Smith

### **d) Development Committee**

The Board consented to postpone consideration of this item to its next meeting.

### **e) Book Marketing Committee**

The Board consented to postpone consideration of this item to its next meeting.

### **f) Youth Member**

It was noted that the City has suspended volunteer recruitment at this time in light of the ongoing public health and safety restrictions. The Board consented to postpone consideration of this item to a future meeting.

## **10. SHORT AND LONG TERM GOALS**

Wendy Kadlovski, Chair, invited the Board to consider possible ways to help support the staff, services, and visibility of the Museum during the ongoing programming disruption, as well as potential longer-range initiatives that might be pursued in 2021.

Cathy Molloy, Museum Director, identified potential opportunities for the Board to assist with marketing and book sale activities during the closure provided that participants are

able to observe proper health and safety protocols. Lorne Smith offered to assist with responding to inbound Museum inquiries related to the history of Markham.

#### Speaker Series – Local Authors

There was discussion about the possibility of hosting a virtual speaker series featuring local authors and heritage enthusiasts. Author David Tsubouchi and retired City of Markham Heritage Planner George Duncan were suggested as potential guest speakers.

#### Historic Carriage Collection

There was also discussion regarding potential strategies for promoting awareness of the Museum's historic collection of antique carriages. It was suggested that the Board consider commissioning the production of series of Canadian Heritage Minute-style videos and print media featuring each individual carriage and distributing through the various communications channels of the Museum and City.

The Board discussed the possibility of engaging a professional researcher on a contract basis to perform the necessary background study on the carriages. George Duncan, author and retired City of Markham Heritage Planner, was suggested a potential candidate to perform the research. The Board inquired as to the feasibility of granting the researcher access to the Museum archives in light of existing public health and safety restrictions, and of funding the research using the Markham Historical Society trust funds. It was also suggested that the Board consider opportunities to leverage its partnerships with other heritage associations to assist in the funding and promotion of this initiative.

It was requested that Cathy Molloy, Wendy Kadlovski, Dianne Azarello, and Lorne Smith work together to develop an overall project scope and budget proposal for the Board to consider at a meeting in 2021, including a job description for the proposed research position and projected cost of the research and media production.

#### Speaker Series – Tokyo Summer Olympic Games

There was discussion regarding the possibility of hosting a virtual speaker series with Canadian Olympic Hall of Famer Bill Crothers and Canadian broadcasting icon Lloyd Robertson in anticipation of the Summer Olympic Games in Tokyo (currently scheduled for July 2021). It was suggested that planning for such an event be postponed until the status of the Games is further determined with respect to the global condition surrounding the COVID-19 pandemic.

### **11. MARKHAM HISTORICAL SOCIETY REPORT**

Lorne Smith advised that the Markham Historical Society has issued a new newsletter which will be circulated to the Board. It was noted that the Historical Society has not been actively meeting during the pandemic and will likely continue to suspend programming until the fall of 2021 pending further clarity on public health and safety guidelines.

### **12. OTHER BUSINESS**

Councillor Karen Rea shared with the Board her annual Christmas card prepared for this year featuring a photo and commentary of the Hoover House. The Board discussed the possibility of preparing a holiday card for next year using similar winter scene photos of Museum buildings and artifacts as a revenue and awareness generating initiative.

It was noted that the Museum's existing collections include photos captured by professional photographers, but few featuring evening perspectives. It was suggested that the Board inquire as to the possibility engaging a local professional photographer to donate their time to capture evening photos of the Museum grounds.

**13. ADJOURNMENT**

Moved by Dianne Azarello  
Seconded by Jill ten Cate

That the meeting of the Friends of the Markham Museum Board held December 9, 2020 be adjourned at 4:58 PM.

**Carried**