

# **Parksville & District Historical Society Annual General Meeting**

**November 22, 2014**

The Annual General Meeting of the PDHS was held at the Quality Resort Bayside at 240 Dogwood Street, Parksville with 38 members present.

**Call to Order:** Peter Kawerau, President, called the meeting to order at 2:00 p.m. He read an email of regrets from Carrie Powell-Davidson.

**Filing of proof of meeting notice:** Liz Campbell provided the proof of meeting notice.

## **Minutes of the 2013 AGM:**

**Liz Campbell/Marijke Oudshoorn THAT the Minutes of the 2013 Annual General Meeting of the Parksville & District Historical Society be accepted as presented. Carried.**

Aileen Fabris pointed out that these Minutes had not been signed by her, for which Liz Campbell apologized.

## **Minutes of Special Meeting, January 21, 2014:**

**Leona Matte/Kerry Martens THAT the Minutes of the Special Meeting of the Parksville & District Historical Society, held January 21, 2014, be accepted as presented. Carried.**

## **President's Report – "A Year in Review" PowerPoint presentation**

- Repairs and improvements to: Blacksmith Building, McMillan House, French Creek Post Office, Montrose School, Tryon Room, walkways and paved parking areas
- Site survey completed
- Unexpected building challenges included leaks, electrical and break-in
- "Hidden" gate installed for better egress
- Rack card printed
- Republishing of "Parksville & Then Some" by Marjorie Leffler
- Oral History Project
- Articles in *P/Q News*
- Remembering WW1 Project
- Past Perfect software
- Farmers' Market: Objectives, results, feedback and effects
- Summer staff
- Future plans and goals
- Thank you: Three levels of government, volunteers

**Discussion:**

- What was taken in the break-in? Jim Craig's pocket watch, telescope and coin. In addition, three display cases were smashed and the front door required mending.
- Could monthly meetings and speakers be reinstated for members, who currently only have involvement at the AGM? If members bring ideas to the board and help to coordinate programming, the board could facilitate this. There has been a poor turnout for some speakers. Topics must appeal to a broad audience. Some members cannot drive at night. Members are finding the website very informative. Needs to be kept current, take off old information. Consider laying a wreath at Remembrance Day.
- Are there plans for an Annual Fundraising Dinner? Not at present. The board has been busy with repairs and maintenance this year.

**George Holmes/Marijke Oudshoorn THAT the President's Report be accepted as presented. Carried.**

**Financial Statements to September 2013, reviewed by Jim Scott, CGA:**

**Shirley Picard/Kerry Martens THAT financial statements to September 2013 be accepted as presented. Carried with 1 opposed.**

**Treasurer's Report:** Substantial increase in membership to just under 200, due to the Farmers' Market; Revenue was up by almost \$10,000, due to increase in membership and Farmers' Market; Expenses increased for staffing, maintenance and Market; capital improvements were completed at \$32,000 below last year's approved Budget; CIBC bank accounts were closed and moved to Coastal Community Credit Union, to avoid service charges; now use Credit Union for day-to-day banking and Coast Capital for investments.

**Financial Statements to September 2014, reviewed by Jim Scott, CGA:**

**Shirley Picard/Buddy Williams THAT financial statements to September 2014 be accepted as presented. Carried.**

**Discussion:** Caroline Waters questioned gravel expense re the New Horizons grant. Peter asked her to submit her question to him by email, and he would forward this to auditor Jim Scott (who was unable to attend the meeting); bookkeeper's wage is in "Administration"; "Occupancy and Maintenance" includes utilities, repairs and break-in costs; under Revenue, the interest rate went down.

**Budget Forecast for 2015:**

**Peter Kawerau/Peter Kucey THAT the Budget Forecast for 2015 be accepted as presented. Carried.**

**Shirley Picard/George Holme THAT membership fees be increased from \$10 to \$20.**

**Discussion:** Charge \$20, but this allows people to bring a friend for \$10; keep as is, but explore corporate memberships as the museum is only open 4 months of the year; have different types of membership: Family, etc.; investigate what other museums offer for a membership; if we charge more, we must give members more.

**George Holme/Barbara Ebell THAT the issue of membership rates be referred back to the new Executive for their recommendation to the membership. Carried.**

**George Holme THAT Museum communications be sent out electronically, to reduce costs. Motion withdrawn.**

David Haynes: This concept is covered in Item #2 of the By Laws, to be discussed shortly.

**Appointment of Accountant:**

**Shirley Picard/Buddy Williams THAT accountant Jim Scott, CGA be appointed to compile the societies' Financial Statements and prepare the annual filing with CRA for 2014. Carried.**

**Constitution and By-Laws:**

**Peter Kawerau/Aileen Fabris THAT Schedule B be adopted. Carried.**

The seven draft By-Laws were examined.

**Peter Kawerau/George Holme THAT the By-Laws be adopted, with the addition of a) the purpose of the Society and b) procedures to be undertaken in the event of dissolution. Carried.**

**Discussion:** Do we have legal counsel? Not necessary. We have Directors' Liability Insurance. Who files the report to the Societies Division? The Secretary. Aileen stated that we need to add to the By-Laws: a) The purpose of the society and b) What happens to the assets of the society in the event of dissolution. Liz will take these from the existing Constitution, add them and renumber the By-Laws.

**COFFEE BREAK**

**Approval of the Farmers' Market for 2015: May 22-Oct 2 (20 Fridays):**

**David Haynes/Belinda Davies THAT a Farmers' Market be held at Craig Heritage Park on Fridays from May 22-October 2, 2015. Carried.**

**Discussion:** Cannot start the Market earlier, due to consideration of neighbours re parking; more variety of music? Show vintage films of historical interest?

**Approval of Pilot Artisans' Market for 2015, weekends, from July 4-August 30:  
David Haynes/Buddy Williams THAT a Pilot Artisans' Market be held at Craig  
Heritage Park once weekly from early July to end of August, 2015. Carried.**

**Discussion:** Holding these two markets requires us to get permission from the City of Parksville to rezone the property. The City unanimously supports the markets and they are starting the process of rezoning.

**Approval for Pilot Christmas Market and Halloween Children's Event in 2015:  
Kerry Martens/David Popham THAT a Christmas Market and Halloween  
Children's Event be held in 2015. Carried.**

**Election of Officers:**

The Board stepped down. David Haynes, Chair of the Nominating Committee, conducted the elections. The following Officers were elected by acclamation:

|                                      |                                 |
|--------------------------------------|---------------------------------|
| <b>President</b>                     | <b>Peter Kawerau</b>            |
| <b>Vice-President</b>                | <b>David Haynes</b>             |
| <b>2<sup>nd</sup> Vice-President</b> | <b>Lael Popham</b>              |
| <b>Secretary</b>                     | <b>Elizabeth (Liz) Campbell</b> |
| <b>Treasurer</b>                     | <b>Shirley Picard</b>           |
| <b>Trustee 2 Year</b>                | <b>Marijke Oudshoorn</b>        |
| <b>Trustee 2 Year</b>                | <b>Kerry Martens</b>            |
| <b>Trustee 1 Year</b>                | <b>Liz Holme</b>                |
| <b>Trustee 1 Year</b>                | <b>Mary Anne Hayton</b>         |

---

|                       |                       |
|-----------------------|-----------------------|
| <b>Past President</b> | <b>Buddy Williams</b> |
|-----------------------|-----------------------|

**Adjournment: George Holme at 4:20 p.m.**

**Submitted by Elizabeth Campbell \_\_\_\_\_**