

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

COMMENCING AT 5:30pm ON THURSDAY, June 15, 2017

AT THE COMMUNITY HISTORY CENTRE

3203 INSTITUTE ROAD, NORTH VANCOUVER, B.C. V7K 3E5

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PRESENT: COUNCILLOR DON BELL (City)  
CATHARINE DOWNES  
JONATHAN EHLING  
VICTOR ELDERTON (Chair)  
KEVIN EVANS  
SHERYL FISHER-RIVERS  
JAMES FOX  
COUNCILLOR ROBIN HICKS (District)  
TERRY HOOD  
NANCY KIRKPATRICK, Director  
LAUREL LAWRY, Recording Secretary

REGRETS: DEREK HAMILL

GUESTS: BOB MCCORMACK

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1. ***Call to Order and Approval of Agenda.***

The Vice-Chair called the meeting to order at 5:38 pm. The Agenda was approved as distributed.

2. ***Approval of Minutes***

Moved by Mr. Hood and seconded by Mr. Fox that the Minutes of the Regular Meeting held on May 18, 2017 be approved as circulated. Moved by Mr. Ehling and seconded by Ms. Rivers that the Minutes of the In-Camera Meeting held on May 18, 2017 be approved as circulated.

CARRIED UNANIMOUSLY

3. ***Reports***

• *Director's Report (Kirkpatrick)*

Ongoing meetings with members of the Exhibit Design Team have been taking place.

The upcoming exhibit opening for *Chief Dan George: Actor & Activist* is generating much community and media interest and is expected to be well-attended.

The Director provided updates on the deaccessioning plan and mobile exhibit being installed at the new Delbrook Recreation Centre, opening June 24. By unanimous consent, a brochure holder and additional promotional opportunities will be identified.

The Lynn Valley District Public Library is interested in hosting an exhibit using existing

NVMA exhibit cases.

*Museum & Archives Operations (Kirkpatrick)*

The Director provided updates on the Shipyards and Mountain Pals public tour programs which run for 8 weeks beginning July 1. Promotional materials are being provided to the interpreters.

The Education Collection is being organized by a student working under contract.

*Governance Committee Report (Evans)*

Work is underway to harmonize NVMA accounting procedures with the City Finance department's procedures. The Governance Committee met with an auditor from BDO and City of NV Finance staff to review the 2016 Financial Statements and recommends the Commission approves the statements, with two amendments.

- *Audited Financial Statements 2016*

Moved by Councillor Hicks and seconded by Councillor Bell

THAT the NVMA Commission approves the draft 2016 audited financial statements, with amendments as noted by the Governance Committee and Auditors, namely: to change Note 7 to reflect the ongoing warehouse lease commitment to 2019 and to insert auditor's note stating prior years' financial statements were prepared by another firm.

CARRIED UNANIMOUSLY

*[Victor Elderton arrived at 6:00 pm and took his place as Chair of the meeting at 6:04 pm]*

- *Friends Society Report (Elderton)*

Participation in community events will take place during the summer. The Society will be developing a strategic plan. The Society voted in favour of providing semi-annual fund transfers to the NVMA. Fundraising opportunities are being pursued. Councillor Hicks requested a list of the Friends Society board members with contact information, to be provided by NVMA staff.

*[Terry McAlduff arrived at 6:15 pm]*

- *Aboriginal Voices Partnership (Rivers/Hood)*

The Commission heard that territorial and protocol issues need to be ongoing priorities in building relationships and understanding. Squamish Chief and Council are in full support of the New Museum. The Aboriginal Voices working group will be invited to meet with the Exhibit Design Team.

*[Bob McCormack arrived at 6:20 pm]*

Friends Society Board member and local community leader Mr. McCormack was introduced to the Commission.

**4. *Matters Arising:***

- **Museum Deaccessioning Project Update**

The Director's Deaccessioning Plan Report, provided to Commissioners at the May

meeting, was approved by District of NV Council on June 12. The Report will go to City of NV Council on June 19.

- New Museum

- Architecture and Building (Kirkpatrick)

UrbanArts Architecture has been meeting regularly with the CNV Project Manager. A July “Public Realm” workshop will be held with City Staff and Stakeholders. The Director will inquire whether the process will allow for Commissioners to participate.

- General Debriefing of Kei Space discussions (Kirkpatrick)

The facilitated session was discussed by the Commission. By unanimous consent, the Director will invite Mayors and Councils of both municipalities to attend a facilitated session with Bill Peters on July 19.

- Project Overview and Public Communication (Kirkpatrick)

The Director circulated a one-page update on the New Museum project. The next version of the update will offer a legend to describe the acronyms used.

The Construction hoarding signage is in development.

The Blessing Ceremony for the Public Art Sisters Mountain panel was very moving and featured on the front page of the North Shore News.

A proposed “Sisters/Lions: Mountains, Myth, Muse” exhibit is being considered for the New Museum temporary gallery in 2019.

- Brand Narrative (Elderton/Evans)

The narrative written by Megan Sheldon was read aloud by Kevin Evans and discussion around the words, themes and messages ensued. The use of the placeholder name “Nova” was universally thought to be an effective choice. The impression was very positive. An emailed copy will be made available to Commissioners.

[Sheryl Fisher-Rivers left the meeting at 7:40 pm]

## 5. Items from Commissioners

- Standing Item: Commissioner communications with municipal councillors (Evans)

This item was discussed in conjunction with the next item.

- Stakeholder map (Evans)

The Commission discussed tools and resources for tracking communications and relationships with key community members.

- MOHAI Site Visit (Hood)

A group visit has been confirmed to MOHAI and Hibur Cultural Centre on June 28.

- Community Interaction , including LLBIA (Hood)

Mr. Hood provided an update on meetings and relationships he is developing with community, tourism and business organizations.

6. **Other Business**

Councillor Bell reported that he attended the 40th anniversary of the first Seabus launch.

7. **Adjournment at 8:08 pm.**

Next meeting at 5:30 pm on July 20, 2017 in the Community History Centre Meeting Room.

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Victor Elderton, Chair  
NORTH VANCOUVER MUSEUM & ARCHIVES COMMISSION

Minutes prepared by: \_\_\_\_\_  
Laurel Lawry, Commission Secretary