

DHMS 58th AGM, Thursday 26 June 2025 @ 6 PM

Venue: Findlay Community Center

Meeting Minutes

1. Call to order & Introductions - L. Caswell, Chair
AGM began at: 6:08pm. The Chair introduced the current board and museum staff to the members.
2. Admin & Safety Announcements - C. Mrazek, Secretary.
The secretary pointed out where the washrooms, safety exits, and extinguishers were.
3. Agenda Review / Call for New Business - L. Caswell, Chair
 - Motion to accept / accept as amended. Darren Garnier motions, Barbara Hart seconds. Motion passes.
4. Review and Approval of 57th AGM Minutes from 2024 - C. Mrazek, Secretary
 - Motion to Approve 57th AGM Minutes. Elaine Moody motions, Pat Teasdale seconds. Motion passes.
5. DHMS Chair's Annual Report - L. Caswell, Chair
We lost an executive director last year – Joanne, but we were lucky enough to hire the talented Amanda an executive director, who has done fantastic work this work for the museum. Financially, we are doing very well – Michael will speak to this in his financial report. A big development is, for those who have seen Evergreen House lately, we have repairs underway to fix window and water damage, among other issues. We are losing a number of our board members due to changes in life. Courtney Mrazek, Elaine Moody, and Adam Penney will be leaving the board. Spaces are opening up and we are opening to new perspectives, new individuals, and new energies joining us.
6. DHMS Financial Report & Audit - M. Craven, Treasurer
The secretary mentioned that last year's report was riveting – Michael hopes this year's report is scintillating. Michael presented his report in a Q and A format to the membership before going over the financial report in detail.
 - Who is the financial team? Michael as the treasury, Amanda, and the Lorraine (bookkeeper), and the board itself.
 - What is the DHMS? We have the society and the museum – the society is a non-profit organization, established in 1999 in accordance with the NS joint stock company.
 - The bank accounts are very healthy – not only because of our excellent museum staff, but principally because of the increase to the MOA to \$200,000, and an increase to our provincial government grant. In short, government grants are the vast percentage of our income. 75% of our expenses relate to our staff.
 - Why is our 2025 excess of revenues over expenditure so much more than last year? Because we have more public revenue from grants this year. Another reason is an accounting error – the municipality pays us in arrears,

and we record money when it comes in. \$25,000 on our sheet was actually from 2024.

- Thoughts on fiscal considerations: Fundraising and earned revenue. We need to generate more money ourselves. We have been shitty fundraisers in the past from corporations and so on. Initially, in 1999, the idea was most of our funding would be from funding. Staff retention: it has come to my attention, we are seen as a training facility where other museums with more money can poach from us with higher salaries and more benefits. The future of the Westin (sp?) endowment (\$10,000). Regional museum strategy going to council this fall – not sure what will come from it, but possible there will not be a new museum building. That will affect the endowment as it was provided for the purpose of moving to a new museum building. Finally, we need a new business plan (?).
- Audit: we have received our audit and sent it off to the city.
 - Motion to accept the Financial Report: Darren Garnier motions, Joanne Peppers seconds. Motion passes.
 - Motion to accept the Audit (Compilation Engagement Report): Elaine Moody motions, Liam Caswell seconds. Motion passes.
 - Motion to appoint FY 2025-2026 Auditor (Henrikson & Associates): Courtney Mrazek motions, Emma Gascoigne seconds. Motion passes.

7. DHM Executive Director's Annual Report - A. Furniss, Exec. Director

Amanda welcomes the membership and thanks them for listening. She is excited to discuss the things on the go in the past year.

- In summary: it has been a busy year. Joanne Peppers set the museum up for success when she left as Manager-Curator, and Shannon Baxter did a great job as interim Manager-Curator.
- Amanda discussed the following points: staffing updates, volunteer updates (collections, front desk and event, garden community), HRM Regional Museum Strategy update, Community Partnerships updates, a summary of events in 2024-2025, exhibits and display updates, and facilities and infrastructure updates. Please see Attachment 2 for specific details.

8. DHM Collection Manager's Annual Report - S. Baxter, Collection Manager

- There is a moratorium on accepting new donations to the collections – this was in place last year and has been extended to December 2025. The Collections committee has prioritized going through the backlog.
- The total research requests between March 2024 and March 2025 was 108. At the time of the AGM we are at 57 research requests. This increase to research requests has led to updating the research request fees and archival reproduction fees at the museum.
- We thank Pat Teasdale for her invaluable work on the Collections Management Committee.

9. Vice Chair / Nominating Committee Update - E. Moody, Vice-Chair

- DHMS Board Composition for FY 2025-2026
- We have three board members leaving (Elaine Moody, Courtney Mrazek, and Adam Penny). No new director recommendations, although we currently have 6 board members. The by-laws say we need between 6-13 directors.

10. Confirmation of Directors for FY 2025-2026 - L. Caswell, Chair

- Chair: Liam
- Vice-Chair: Emily O'Brien
- Treasury: Michael
- Secretary: Lauren
- Membership Coordinator: Emma
 - Call for nominations from the floor (X3). The chair made three calls for nominations. No nominations from the floor.
 - Motion to confirm DHMS FY 25-26 Board of Directors membership: Darren Garnier motions, Bernie Hart seconds. Motion passes.

11. Conduct any other business brought before the Society - L. Caswell, Chair

12. Closing Remarks - L. Caswell, Chair

Amanda mentioned to have food and beverages.

13. Adjournment - L. Caswell, Chair

- Barbara Hart motions, Michael seconds. Motion passes. AGM ended at: 7:20pm.

AGM Attendance:

Liam Caswell
Michael Craven
Courtney Mrazek
Lauren Oostveen
Emma Gascoigne
Dale Buote
Pat Teasdale
Jane Austen
Darren Garnier
Elaine Moody
Joanne Peppers
Bernard & Barbara Hart
David Jones

Online:

Elaine Furniss
Helen MacLean
Nancy Dickinson

Staff/Members:

Amanda Furniss
Shannon Baxter
Jennifer Weagle