

**Old Mill Heritage Centre
Billings Museum Committee
Zoom Meeting Agenda**

April 12, 2021 7:00 p.m.

- 1) OPEN – Welcome
- 2) APPROVAL OF AGENDA
- 3) DISCLOSURE OF PECUNIARY INTEREST
- 4) ADOPTION OF MINUTES
- 5) FINANCIAL REPORT
- 6) NEW BUSINESS:
 - Museum Opening – Summer Student
 - Hours
 - Advertising
 - COVID – 19 Protocols
 - The Store
 - Office Supplies
 - POM
 - Exhibits – Empress of Ireland
 - Stanley Gordon Sr.
 - War of 1812 Uniform
 - Donor Wall
 - Signs
 - Council Developments
 - Other
- 7) NEXT MEETING
- 8) ADJOURNMENT

Billings Museum Committee
Minutes

November 2, 2020

Park Centre, 39 Henry Drive

PRESENT: Barb Edwards, Deb Flaxman, Dianne Fraser, Sabine Huege, Austin Hunt, Michael Hunt (Chair), Diane Larocque, Brad MacKay, Kathy McDonald and Rick Nelson

1. Open

The meeting was called to order at 7 p.m. by Michael Hunt.

2. Approval of the Agenda

Motion by Sabine Huege, seconded by Barb Edwards

That the agenda for the November 2, 2020 meeting be accepted.

Carried

3. Disclosure of Pecuniary Interest

There was no disclosure of pecuniary interest.

4. Adoption of the Minutes

Motion by Dianne Fraser, seconded by Brad MacKay

That the minutes of the October 5, 2020 meeting be accepted as presented.

Carried

5. Treasurers Report

Kathy McDonald presented the Treasurer's report. It was noted that there was \$21,533.13 useable money in the bank account. There is \$15,000 funding money set aside for the 2021 Empress of Ireland display.

Motion by Kathy McDonald, seconded by Dianne Fraser

That the Treasurer's report be accepted as presented.

Carried

6. Old Business

Preservation/Organization of Artifacts/Storage Update

The artifacts have been organized and the location of each artifact has been documented. The storage container has yet to be organized. The updated information is being stored in binders so that anyone wanting to find something does not have to use the computer.

Museum Annual Report for Council

The museum annual report has been submitted to the Township and will be included in the November 16, 2020 Council agenda package.

7. New Business

2021 Exhibits

The Empress of Ireland exhibit should be received in early May. Ken Marshall has agreed to the copyright agreement and the heritage centre will be able to use the material for future advertising.

The desk of former Billings Clerk Stan Gordon will be placed in the "barn" room as part of a display.

For 2022 it was discussed having a camera display and an educational display of birds. Rick has been able to locate numerous cameras for the display. Brad has the bird display in his possession. There was discussion on how to set up the two displays.

Light Up the Museum Plaques

Steve Paikin has submitted a suggestion for a new display to highlight the names of persons/organizations that donate to the museum. This new display will be placed beside the existing lighthouse fundraising display. It was decided to see if an old picture (black and white) of the lighthouse could be found that could be used as a background for the display. The colours will remain the same. Brad is to contact Beacon Images to get a price once the size is decided.

Budget 2021

Kathy McDonald presented the draft 2021 Budget that she and Dianne Fraser had worked on. The budget includes the Funding for the Empress of Ireland as well as an increase in the donation request from the township.

Motion by Kathy McDonald, seconded by Deb Flaxman

That the draft budget for 2021 be approved.

Carried

A letter will go to the Township requesting the donation.

Council Developments

Michael Hunt reported that the Township (along with Central Manitoulin) has hired a Digital Service Squad person. As well, the rebranding committee has been dissolved as they have achieved their purposes. Council has submitted a letter of Intent to participate in the COOP project, with is aerial pictures of the Township.

8. Next Meeting

The next meeting will be March 1, 2021.

9. Adjournment

The meeting was adjourned at 7:35 p.m. with a motion from Diane Larocque.

TOWNSHIP OF BILLINGS-HERITAGE MUSEUM

DATE	CHEQUI	PAYEE	AMOUNT	DEPOSIT	BALANCE	NOTES
Jan.04,2021	dep	Toronto Foundation			\$ 36,294.32	Bal Forward
Jan.22,2021	dd	Bell	\$ 73.52	\$ 1,500.00	\$ 37,794.32	Donation
Jan.12,2021	dep	Donations		\$ 300.00	\$ 37,720.80	
Jan.12,2021	20	RC Design	\$ 101.61		\$ 38,020.80	In Memory-O. Newlands
Jan.12,2021	21	Rick Nelson	\$ 308.14		\$ 37,919.19	Domain Name renewal
Jan.12,2021	22	True Steel Security	\$ 91.36		\$ 37,611.05	Empress of Ireland
Jan.18,2021	23	Beacon Images	\$ 2,126.66		\$ 37,519.69	
Jan.26 2021	dep	Donations		\$ 210.00	\$ 35,393.03	Empress of Ireland
Feb.02,2021	24	The Flower Hutch	\$ 56.50		\$ 35,603.03	In memory- o. Newlands
Feb.09,2021	dep	Donations		\$ 120.00	\$ 35,546.53	O. Newlands
Feb.22,2021	dd	Bell	\$ 74.05		\$ 35,666.53	In Memory O. Newlands
Mar. 10,2021	25	RC Design Inc.	\$ 271.20		\$ 35,592.48	
Mar.10,2021	26	Pro-Gas	\$ 1,954.90		\$ 35,321.28	
Mar.10,2021	dep	Donations		\$ 600.00	\$ 33,366.38	Furnace Repairs
Mar.22,2021	dd	Bell	\$ 74.06		\$ 33,966.38	In Memory-O. Newlands
Mar.23,2021	dep	PayPal		\$ 1,818.99	\$ 33,892.32	
					\$ 35,711.31	

Your branch address:

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68 MEREDITH STREET
GORE BAY, ONT P0P1H0

Business Banking



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THE CORPORATION OF THE TOWNSHIP OF
BILLINGS
15 OLD MILL ROAD
PO BOX 34
KAGAWONG ON POP 1J0

Business Banking statement

For the period ending March 31, 2021

Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Mar 31, 2021
Business Current Account # 2342 1997-031	35,592.48	2,300.16	2,418.99	35,711.31

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
Business Current Account # 2342 1997-031				
	Account Type: MUSEUM			
	Business name: THE CORPORATION OF THE TOWNSHIP OF BILLINGS			
Feb 27	Opening balance			35,592.48
Mar 11	Deposit		600.00	36,192.48
Mar 15	Cheque, NO.25	271.20		35,921.28
Mar 22	Pre-Authorized Payment, BELL CANADA BPY/FAC	74.06		35,847.22
Mar 22	Cheque, NO.26	1,954.90		33,892.32
Mar 23	Direct Deposit, PAYPAL MSP/DIV		0.07	33,892.39
Mar 23	Direct Deposit, PAYPAL MSP/DIV		0.12	33,892.51
Mar 23	Direct Deposit, PAYPAL MSP/DIV		1,818.80	35,711.31
Mar 31	Closing totals	2,300.16	2,418.99	

Number of items processed 3..... 4

Number of cheques or related items enclosed in your statement..... 2



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Business Banking statement

For the period ending February 26, 2021

Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Feb 26, 2021
Business Current Account # 2342 1997-031	35,603.03	130.55	120.00	35,592.48

We are making changes to our Business Banking Fees effective May 1, 2021. Please visit bmo.com/pricechange2021 or see the end of this statement for details.

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
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Business Current Account # 2342 1997-031

Account Type: MUSEUM
Business name:
THE CORPORATION OF THE TOWNSHIP OF BILLINGS

Jan 30	Opening balance			35,603.03
Feb 10	Deposit		120.00	35,723.03
Feb 17	Cheque, NO.24	56.50		35,666.53
Feb 22	Pre-Authorized Payment, BELL CANADA BPY/FAC	74.05		35,592.48
Feb 26	Closing totals	130.55	120.00	

Number of items processed 2 1
Number of cheques or related items enclosed in your statement..... 1



Transaction details (continued)

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
Business Current Account # 2342 1997-031				(continued)
Jan 27	Deposit		210.00	35,603.03
Jan 29	Closing totals	2,701.29	2,010.00	
	Number of items processed	5	3	
	Number of cheques or related items enclosed in your statement.....	4		

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Business Banking statement

For the period ending January 29, 2021

Summary of account

Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Jan 29, 2021
Business Current Account # 2342 1997-031	36,294.32	2,701.29	2,010.00	35,603.03

Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
Business Current Account # 2342 1997-031				
 Account Type: MUSEUM Business name: THE CORPORATION OF THE TOWNSHIP OF BILLINGS				
Jan 01	Opening balance			36,294.32
Jan 05	Deposit		1,500.00 ✓	37,794.32
Jan 13	Deposit		300.00 ✓	38,094.32
Jan 14	Cheque, NO.20	101.61		37,992.71
Jan 14	Cheque, NO.21	308.14		37,684.57
Jan 18	Cheque, NO.22	91.36		37,593.21
Jan 22	Pre-Authorized Payment, BELL CANADA BPY/FAC	73.52		37,519.69
Jan 22	Cheque, NO.23	2,126.66		35,393.03

OK

continued

