

Creston Museum & Historical Society

Meeting Minutes

Thursday September 21, 2023 - Carr Building

Present: Lou Knafla (Treasurer), Bunny Raddis, Todd Kelner, Jim Ryckman, Ian Currie, Jason Miedl, Brenda Draper (Rec. Secretary)

Brenda opened the meeting at 6:02 PM and welcomed everyone. She began by updating the group on what has occurred since the meeting of September 15 and thanked everyone very much for being willing to step forward to deal with the many issues in front of them. She explained that Bunny Raddis was asked to join Lou and Brenda, and why she was chosen to form a quorum in order to continue Museum business. Following Bunny's appointment as temporary Director it was agreed the three would ask people from the list who voted in the Special General Meeting held September 11 to step up as interim Directors.

Appointment of Directors to the Board: Brenda motioned to appoint the four members, Jim Ryckman, Jason Miedl, Todd Kelner and Ian Currie as temporary Directors of the Museum and Historical Society. Bunny seconded. Carried Unanimous.

Review and Acceptance of Meeting Minutes of September 15: Jason motioned to accept the meeting minutes of September 15, Lou seconded. Carried Unanimous.

Membership List Issues Resumption & Procedures/Audit: Lou said the reason for the audit of the membership is twofold and that an audit was recommended only after consultation with legal counsel. First, family memberships are allowed two votes but only if they indicate two names on their family application. Often only one name is listed. We need to go back to all family memberships and confirm whether there should be two names listed. The second issue is that some people have been making donations when they made application for membership but did not in fact receive a membership even though the money was accepted. These situations need to be verified so we need to review all those people who made a donation between December 2022 and July 2023 to ascertain what their exact wishes were.

Lou said there were three membership lists that need to be merged into one. One of the lists covered the period up until April 2023 and another is the requisition list that contains people who applied for membership in July and beyond.

Lou asked the Board how the group wants to deal with the monies that were deposited by paypal, some by cash, and some by cheque. The funds will assist a lot with membership

determination. Tim Ryckman (tech support hired) was able to access the original google website but prior to that the Board could not access the membership lists as they did not have the password.

Lou said that as of July 25 there were only 32 members in the system. Currently there are about 150 and came from three different lists. Everyone on these lists must be contacted to confirm they made payment and that they are now registered members. They all should receive a membership card.

Jason, Bunny and Jim agreed to spit the membership list up and contact every person on the list to ascertain their desire and confirm their registered membership.

Jason motioned to accept merged lists as long as we have follow up on the proof of payment with the assistance of Jim and Bunny to contact them. Todd will double check with Bunny to make sure the list is accurate. Jim seconded the motion. Carried Unanimous. Lou will forward the names to Bunny of those who made donations but never received a membership. We need to say we are accepting them as registered members. The goal is to make contact with all members as soon as possible before the next Board meeting.

New memberships are now being accepted and purchased through the Square account. The full list of registered members will be published on the website when verified.

Business Process Overview: Lou said he has been in contact with an organization by the the name of BDO in Cranbrook. They will be able to examine the website policies and procedures and recommend the things we need to change to be a good functioning society. Lou said he will follow up on the cost and prepare any material for the next board meeting and send it via email. Jason moved to table this issue to the next meeting.

Financial Report: Lou says we have yet to see the current financial state of the Museum so he will contact the Credit Union and have them print a statement/summary. Rita Patstone, our accountant, is working on formatting the 2022 statements for the website and preparing a financial statement to the end of August 2023 so the Board can plan for the coming months. He added that our grounds-keeper Jarrett Sabiston is currently being paid \$18.85 per hour for 20 hours per week. He does have another small job but he was hurt by the delay in his pay because of the inability to access computer payroll data. He was issued a cheque today. Lou said his wife Melissa has been watering the plants, pruning and generally taking care of the grounds along with her husband. He suggests the hourly wage is at the low end and that a raise might be in order. He works 28 hours every two weeks. Ian motioned to increase Jarret's salary to \$25 per hour effective immediately. Todd seconded. Carried Unanimous

Annual General Meeting: Lou feels April is too late in the year to hold an AGM in particular if you want to plan for that year. By January we will know our financial situation much better and we could hold our AGM in March instead of April.

Nominating committee: It is agreed that since we now have new Directors and we need to move ahead with urgent business and that a nominating committee, while important, can wait until we are closer to the next AGM.

Status of Litigation Between Tammy Bradford and the Museum: Lou said that he was advised by counsel that information could not be shared however now that a new board is formed he will contact Lawrence and ask if we can share the document that Luke submitted. He added that the Directors are protected from liability by the Museum Insurance and the current new Directors are not involved so do not have to be concerned about their liability. Jason indicated that for the Board to function effectively and move forward the Board needs to know what the grounds were for Tammy's dismissal. Lou will contact Lawrence to obtain the document that was submitted and send it to the Board members.

Future Dates and Times of Meetings: As Jim is still working full time we will continue to hold our meetings in the evenings and the preference is Tuesday at 6PM.

All agreed that the Executive will be voted upon in the next meeting which is slated for Tuesday October 8.

Bunny motioned to adjourn the meeting at 7:26, Jason seconded Carried Unanimous.