



**ROEDDE HOUSE PRESERVATION SOCIETY
ANNUAL GENERAL MEETING
OF THE BOARD OF DIRECTORS**

Held on Tuesday, March 10th, 2020 at 6:00 pm

AGENDA

1. **Call to order** – Board President, Billie-Ann Woo
2. Approval of **Minutes from the last AGM held on March 19, 2019** –Billie-Ann Woo
3. **Treasurer's Report** – Oksana Jdankina (to be circulated)

Motion: To accept the Draft Financial Statements for the year end 2019 as presented

Motion: To accept the Proposed Budget for the year 2020 as presented

4. Presentation of the **Proposed Slate of Officers for the year 2020** –
Nominating Chair, Billie-Ann Woo
5. Call for further nominations from the floor (3 times)

Motion: To accept the Slate of Officers – Billie-Ann Woo

6. **Further Business** – Board President, Billie-Ann Woo

7. **Adjournment**

*Social hour and refreshments to follow

ROEDDE HOUSE PRESERVATION SOCIETY ("The Society")
ANNUAL GENERAL MEETING

Held on Tuesday, March 10, 2020 at 7:00 pm

MINUTES OF THE 2020 ANNUAL GENERAL MEETING HELD on March 10, 2020 at 7:00 p.m. at Roedde House Museum 1415 Barclay St, Vancouver, British Columbia, Canada.

PRESENT:

- | | |
|-----------------------|----------------------|
| 1. Laurence Beauvais | 13. Jane Newton-Moss |
| 2. Paul Busch | 14. Anthony Norfolk |
| 3. Cam Cathcart | 15. Jen Raguz |
| 4. Jova Chan | 16. Elizabeth Roach |
| 5. Jim Gibson | 17. Shirley Sexsmith |
| 6. Sheila Grant Duff | 18. Sarah Wang |
| 7. Jen Hamin | 19. Mike Murgatroyd |
| 8. Sara Hepper | 20. Josef Methot |
| 9. Oksana Jdankina | 21. Elizabeth Roach |
| 10. Lindsay Macintosh | 22. Joanne Wirtanen |
| 11. Joseph Methot | 23. Billie-Ann Woo |
| 12. Tanya McCarthy | |

CHAIR AND SECRETARY

Billie-Ann Woo, President acted as Chair of the meeting and the meeting was called to order at 6:04 p.m. PST. The Chair acknowledged that the meeting was being held within the ancestral, traditional and unceded territories of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and selilwiltulh (Tsleil-waututh) Nations, and she welcomed all members, volunteers and community guests.

With the consent of the meeting, the Chair appointed Tanya McCarthy to act as Secretary of the Meeting.

QUORAM

The Chair reported that quorum of Members was present at the meeting and the meeting was regularly called and duly constituted for the transaction of business.

MINUTES OF THE ANNUAL GENERAL MEETING HELD ON MARCH 19, 2019.

UPON MOTION DULY MADE by Anthony Norfolk and seconded by Joseph Methot, IT WAS RESOLVED that the minutes of the Annual General Meeting held on March 19, 2019 be adopted and confirmed.

FINANCIAL STATEMENTS

The Chair presented the financial statements (unaudited) for the year ended December 31, 2019 for consideration.

UPON MOTION DULY MADE by Billie-Ann Woo and Laurence Beauvais IT WAS RESOLVED that the financial statements for the year December 31, 2019 be adopted and confirmed.

BUDGET

The Chair presented the proposed budget for the upcoming year 2020 and called for questions.

The President addressed questions regarding grants, details regarding revenue from classical concerts, when entrance costs increased and the collection management budget. There was also a recommendation that the Board consider having financial statements audited in the future.

UPON MOTION DULY MADE by Billie-Ann Woo and Cam Cathcart IT WAS RESOLVED that the budget for the year 2020 as presented be adopted and confirmed.

PRESIDENTS REPORT

The President, Billie-Ann Woo presented the report to the Members of the Society. It included the following:

Staff Changes

There were some staff changes in 2019. Kelsey Johnson left last spring and Sara Hepper joined in the summer. The President thanked Sara for her significant contributions, ideas and positive energy since joining the museum. Montanna Mills left late last fall to further pursue her career ambitions, and remains as a volunteer to help with collections. Sheila Grant Duff joined the museum early this year as the new Community Engagement Coordinator. The President thanked her for the impact she has made already in her short tenure.

Volunteers

The President acknowledged and thanked the Society's 65 volunteers.

Members

The President thanked all 192 active members for supporting the Museum's mission and mandate in serving the community with valuable programming and heritage awareness and preservation.

Attendance and Program Highlights

There were 7,110 visitors in 2019 compared to 6,135 in 2018.

Museum rentals for events and filming have contributed to revenue, allowing us to invest back in to the museum. Some of these revenues have gone towards replacing some carpets, adding additional staff hours, and putting on workshops.

The President thanked the McGrane Pearson foundation for their continued support of the school program and facilitating other educational programming in the area, as well as Jenny Yule for another year of support and subject matter expertise.

The Society plans to hold jazz summer concerts outside on the porch again, pending funding. The President thanked Dan Reynolds and Catherine Laub, Artistic Directors. The upcoming classical concert will be the last one of the classical series. In 2019 the Society also participated in the Tourism Challenge, Jane's Walk, and the Strawberry Festival. Several events are being planned for 2020.

ELECTION OF DIRECTORS

The President thanked outgoing Board members Sue Erb who served on the Board for over 20 years in various roles, as well as Christopher Earl, Lloyd McGregor, Pam McPhail, and Artem Penner.

UPON MOTION DULY MADE by Anthony Norfolk and Cam Cathcart, IT WAS RESOLVED that Sue Erb be thanked for her commitment, significant performance in collections, as well as her contributions to the Society.

The President presented the Proposed Slate of Officers for the Year 2020 and called for further nominations from the floor. Paul Busch and Elizabeth Roach nominated themselves.

UPON MOTION DULY MADE by Billie-Ann Woo and Anthony Norfolk, IT WAS RESOLVED that the following persons were elected to act as Directors for the 2020-2021 term until the 2021 Annual General Meeting:

1. Billie-Ann Woo, President
2. Anthony Norfolk, Past President
3. Oksana Jdankina, Treasurer
4. Tanya McCarthy, Secretary
5. Laurence Beauvais, Director at Large
6. Sarah Wang, Director at Large
7. Mike Murgatroyd, Director at Large
8. Josef Methot, Director at Large
9. Paul Busch, Director at Large

10. Elizabeth Roach, Director at Large

SPECIAL BUSINESS

Cam Cathcart shared that he has an exhibit piece mounted annually for Remembrance Day. This year he found two medals in the current collection and obtained a third (replica) of third to complete the trio. Cam to work with Sara to have it labelled and confirm if it will become a permanent piece. As President of the British Columbia Regiment society Cam invited all Society members to share ideas, as well as visit the facility on Beatty Street in Vancouver, preferably as an organized group.

TERMINATION

There being no further business, UPON MOTION DULY MADE IT WAS RESOLVED that the meeting be terminated at 6:40 p.m. The meeting was followed by a social.



Billie-Ann Woo, Chair



Tanya McCarthy, Secretary

2019 President's Report

Presented by Billie-Ann Woo, March 10th, 2020

Welcome / Land Acknowledgement

I would like to first acknowledge that we are gathered on the traditional, ancestral and unceded territory of the Coast Salish Peoples: Squamish, Tsleil-Waututh, and Musqueam First Nations. Welcome to our members, volunteers and community guests to our Annual General Meeting. We had another great year with some memorable highlights and updates, which I will be presenting to you tonight

Staff changes in 2019

Kelsey Johnson left in June and Sara Hepper joined us as the new Museum Manager in July. Sara has a unique background in retail management and is active in the vintage clothing scene and is also a volunteer at and Board Member of the Hastings Mill Store Museum. She has done a top-notch job since joining us and brings to the Museum a lot of great ideas and energy. Montanna Mills left late last Fall to further pursue her career ambitions but remains as a volunteer to help with collections. Sheila Grant Duff joined us early this year as the new Community Engagement Coordinator and has made a great impact already. I welcome everyone to meet our staff members and thank them as they are the ones really boots-on-ground

Volunteer thank you

I also wanted to take this opportunity to acknowledge and thank our volunteer team who really keep the programming running at the Museum. From those of you who come in on a Wednesday afternoon to those who help with tabulating our visitors; your time, effort, and passion are irreplaceable, and I want to thank you for your contributions. We have a roster of 65 volunteers – which include our volunteer board members.

Attendance statistics

Our attendance numbers in 2019 were robust across all programs (T&T, daily tours, school programs, concerts) we had 7110 visitors, up from 6135 in 2018. So a really

great increase and indicative of the increasing awareness people have of this gem of a museum.

Rentals

It is worth to note that we had an exceptionally good year for rentals and are continuing to book in renters, with many coming in for filming. These rentals are making it possible for us to invest back into the museum – whether that's replacing some carpets, adding additional staff hours, or putting on workshops – every dollar goes back into building the programming at the museum

Membership

We currently have 192 active memberships to date – so thank you to those who support our mission and mandate in serving the community with valuable programming and heritage awareness and preservation.

Program Highlights

School program continues to be well utilized. Many thanks to the McGrane Pearson Foundation for their continued support of bringing kids to the Museum and facilitating other educational programming in the area. Many thanks as well to Jenny Yule for another year of support and subject matter expertise. With McGrane Pearson's support, we expanded the program funding to include more schools and we received a lot of interest, with many coming from the French Immersion stream. In 2019 we had a total of 23 classes participate and a total of 546 students participating. There is great value in this programming, please support the program to expand the reach.

Concerts

Both series did well, and we are happy to announce that this Summer we will be taking the Jazz Summer porch concerts outside again. We have applied for funding, fingers crossed we receive the grant, so we are able to recoup the costs of these free 'by donation' shows. It is a great neighbourhood success story, encouraging people to enjoy music in the park, and involving local musicians. Many thanks to Dan Reynolds and Catherine Laub, our Artistic Directors. Our December 2019 Classical Concert will be the last one of the Classical Series. I want to give a huge thanks to Catherine who has lead this series from inception in 2012 and has steadily

programmed a monthly concert for 8 years – not insignificant. The music series will be missed but we are planning on scheduling some other events to make up for the programming.

Events

Some of the events we participated in this last year included the Tourism Challenge with 2,590 visitors, Jane's Walk with free tours of the Museum, and the West End Seniors Network's Strawberry Festival which allowed us to offer free tours to 258 visitors. We also offered free entry to our history of photography exhibit for Culture Days and provided rotating exhibits in our upstairs Collections Room. We had a Speaker Series with presentations on geometry and symbolism in Alice and Wonderland; architect Francis Rattenbury; and psychology and allegory in Dr Jekyll and Mr. Hyde. Theatre group Tomo Suru Players collaborated with us on the play "Year of Magical Thinking", and Strathcona's Breakfast Buddies Program collaborated with to provide a Victorian Christmas for kids in their program. We also had a successful run of four showings of German Expressionist horror films in October.

Upcoming for this year

We have a lot of things queued up for 2020, including our Summer Porch Jazz Series. Sarah Wang, our Exhibitions Director, is working with Sara Hepper to develop an exhibition about Pauline Johnson and has some other great ideas in the pipeline. We have recently pulled out our circular sock machine artefact and connected with a local expert to get it back in action, so stay tuned. With the successful series of film screenings last year around Halloween, we plan to remount that again. I am working with some local facilitators to bring in some low-cost workshops centred around food. And Sara and I have just attended an open house of sorts at UBC to get connected with likeminded academics in the Humanities HUB to work on bringing in some additional programming and/or speakers.

As you can see – there is a lot going on at the Museum! Please keep an eye on our email newsletters when we announce dates.

Board Directors

First of all – I want to thank our outgoing Board Directors: Pam McPhail, Lloyd McGregor, Artem Penner, and Christopher Earl for their work and efforts. Pam and Lloyd were instrumental in bringing our fundraising and IT efforts up and we aim to continue their excellent work. I also want to highlight our outgoing Secretary, Sue Erb is who currently traveling and could not attend the AGM tonight. She has served on the Board of Directors in various roles for over 20 years and I want to officially commend her for her years of work on the board and being one of the most dedicated volunteers I have ever met. Sue regularly makes the trip down from the North Shore to put in four hours, assess artefacts and generally provide support when asked...and not asked! I will miss her presence immensely and particularly her guidance during our monthly board meetings to stay true to our Society's mandate and mission. To replace Sue as Secretary will be Tanya McCarthy who helped the Board go through a comprehensive strategic planning session to help goal set for the next few years. Also returning is Laurence Beauvais who has been extremely helpful for our fundraising efforts and guiding our quest for grants. Anthony Norfolk continues on as Past President and I also want to thank him for staying on and supporting our relationship and communications with the City of Vancouver. Oksana Jdankina continues as Treasurer and has implemented many efficiency improvements including bringing our accounting...online! Sara Wang is also continuing on as Exhibitions Director and has a lot of great ideas for how we can leverage our collections. We have Mike Murgatroyd returning to the Board after a few years away – I am excited to work with him again. I am also excited to introduce Josef Methot who joined the Museum as a volunteer and has some great ideas and energy.

I put a call out a month ago for Board Advisors – individuals who may not be ready for a full Director role but would still like to contribute and learn about the Museum with the intention of joining the Board in the near future. I was extremely pleased with the response and I am looking forward to meeting some of these Advisors tonight and tell them more about what we're doing.