



Canadian Baseball Hall of Fame & Museum

**P.O. Box 1838 (140 Queen St. E.)
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MISSION: By honouring, preserving, fostering and sharing Canada's living history of baseball, we teach life lessons exemplified by the game

MINUTES

**CBHFM Board of Directors Meeting – 7:00am, Friday, October 27, 2017
140 Queen St. E., St. Marys, ON**

Present: Adam Stephens (Chair), Tammy Adkin (Secretary), Jordan Schofield, Julie Docker-Johnson, Harry Gundy, Tony Little, Bob Stephens, Jeremy Diamond, Mike Wilner, Dave Morneau, Stephen Brooks, Liam Scott

Ex-Officio: Al Strathdee (Mayor)

Staff: Scott Crawford, Director of Operations, Jocelyne Gall, Finance & Administration Coordinator

Regrets/Absences: Mike King, Jody Hamade (Treasurer), John Starzynski, Lynn Hainer (Council Rep), Ted Kalnins

Call to Order: Adam Stephens called the meeting to order

Declaration of any conflict of interest:

- None

Additions to Agenda:

- None

Approval of Agenda:

Moved by Bob Stephens; **Seconded** by Julie Docker-Johnson:

THAT the CBHFM Board of Directors approves the agenda as circulated by email and distributed before this meeting October 27, 2017

Carried.

Approval of Minutes from September 22, 2017:

Moved by Julie Docker-Johnson; **Seconded** by Bob Stephens:

THAT the CBHFM Board of Directors approves the minutes of the board meeting that was held on September 22, 2017 as circulated by email and distributed before the meeting.
Carried.

Business arising from the minutes of September 22, 2017:

None

New Business:

None

Committee Reports:

a. Management

- None

b. Finance:

- Jordan presented the draft 2018 budget with required amendments.
- There was a discussion about Capital Campaign finance expenses; these, if any, will be part of the Capital Campaign budget and will not affect the Operational budget

Moved by Jordan Schofield; **Seconded** by Tammy Adkin:

THAT the CBHFM Board of Directors approves the 2018 budget.

Carried.

- Jordan noted that with the recent Finance committee transition, the RFP process for new auditors did not take place as scheduled.

Moved by Jordan Schofield; **Seconded** by Julie Docker-Johnson:

THAT the CBHFM Board of Directors will defer the RFP process for auditors to the next audit cycle, to be completed by the 2017 AGM (May, 2018).

Carried.

c. Resource Development

- Jeremy reported on the status of the Holiday auction. He thanked those who have contributed new items and/or experiences. The auction will run Nov 13 – Dec 13. It will be run on the same platform as previous years and Scott and Jeremy will investigate more modern options for 2018.
- Ted Kalnins will draft the Annual Appeal letter.

d. Outreach

- The committee has begun to look into the cost of an updated website. Quotes have come in between \$6,000 and \$50,000. The committee has tabled any further work on the matter due to

costing.

- New subcommittees will explore podcasts, website translation and updates and an e-newsletter.

e. Nominating

- No report

f. Governance

- The Jack Graney and Tip O'Neill award process has begun. The recommendations will be brought to the November board meeting. Contact with Selection Committee made to confirm participation

g. Museum Renovations

- Adam presented the museum committee's report. Highlights include:
 - Substantial completion is expected by March 31, 2018
 - The current increase over estimate is \$109,000
 - Three new local pledges have been secured (Total: \$175,000)
 - Tender bids are due November 6, a Board meeting has been set for November 7 at 7am to review and discuss
 - Jocelyne and Scott will work on a two-page document to help Board members secure additional gifts of \$5000 or more.

Operations Report

a. Events/Induction

- Induction is set for June 16, 2017

b. Site Updates

- The site will be closed as of October 31, 2017
- There have been no further break-ins; some of the stolen material (Rotary Field scoreboard controller and wheelbarrel) has been recovered. STIHL donated safety pants to replace stolen pants

c. Museum Updates

- There was a 15% increase of admissions over 2016
- The contents of the museum will be moved to the office after the tender is approved
- The membership drive is ongoing; Ernie Whitt will sign the holiday cards

d. Baseball News

- None

New Business

- None

In Camera

- None

Motion to Terminate – Julie Docker-Johnson at 8:30 am

Next CBHFM Board Meeting dates:

All meetings at CBHFM Admin Office, 140 Queen St. E. at 7am
November 24, December 22