



Waterloo Regional Heritage Foundation

Minutes

Tuesday, November 28, 2017

6:30 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

Present were: Chair W. Stauch, R. Albrecht, D. Bonk, D. Emberly, T. Galloway, J. Glass, L. Haggerty, J. Lewis, J. Malvern, K. Seiling and L. Stace

Members absent: S. Roy and J. Clinckett

Declarations of Conflict of Interest

None declared.

Accounts and Grant Summary

Connie Bogusat, Financial Analyst circulated the Accounts and Grant Summary which included a summary of disbursements for November 2017 period, outstanding approved commitments and the Foundation's net funding position.

a) Approval of the 2018 Budget

C. Bogusat provided a brief overview of the 2018 Budget and highlighted that the budget that was attached to the agenda showed N/A in some of the categories under 2017 so she distributed a completed copy of the 2018 budget.

Moved by L. Haggerty

Seconded by J. Glass

That the 2018 Budget for the Waterloo Regional Heritage Foundation be approved as presented at its meeting on November 28, 2017.

Carried

Document Number: 2567754

Approval of Minutes

Moved by J. Malvern

Seconded by D. Bonk

That the minutes of the Waterloo Regional Heritage Foundation meeting held on October 24, 2017, be approved

Carried

Business Arising from the Minutes

Chair W. Stauch highlighted that at the last meeting the Foundation agreed to strike a working Committee to work on a clear policy outlining maintenance versus restoration. D. Emberly, L. Haggerty, J. Malvern all volunteered to sit on the Committee and Chair W. Stauch also noted that he will ask J. Clinckett to be part of the Committee.

2017-2018 Committees

a) Allocations and Finance Committee

L. Haggerty highlighted that A&F received 3 new grant applications and provided a brief highlight of each application. She stated that all 3 applicants will be invited to the January meeting to make a brief presentation.

L. Haggerty suggested that First Mennonite Cemetery also be invited to the January meeting but after a brief discussion with the Foundation members, it was decided that more questions need to be answered about the Cemetery Act and the responsibility of maintenance. Members agreed holding off to invite them until more information is received.

i) Correspondence from Waterloo Public Library re: grant extension

L. Haggerty highlighted the correspondence letter received from the Waterloo Public Library requesting clarification on the grant letter as well as the potential for a grant extension. L. Haggerty noted that an email can be sent clarifying the grant letter and that the Foundation is flexible when it comes to completion dates.

ii) Grant Policies

The Foundation members made a few minor edits to the grant policies and suggested that II p) should be made into two parts to include a statement regarding the Conflict of Interest policy will apply to members that belong to organizations.

Moved by L. Haggerty

Seconded by J. Malvern

That the Waterloo Regional Heritage Foundation approve the Grant Policies as amended.

Carried

b) Communications Committee

D. Bonk state he has received positive responses for the new May event but is still looking for a name. A Foundation member suggested for the love of our heritage.

D. Bonk provided a brief overview of the format for the new event. He explained that the Foundation will be partnering with the Waterloo Historical Society (WHS). The WHS will be handing out their Annual Volume and the Heritage Foundation will be handing out their awards. In the foyer the heritage organization groups will set up displays about their groups. There will be children activities and their will be free admission to the museum.

c) Heritage Advisory Committee

J. Lewis highlighted that HAC has not met but that she had a brief discussion with Chair W. Stauch. She highlighted that she will reach out to Adam Crerar and Julia Roberts at the Universities about the research award grant given to a graduate student.

She noted that the deadline for the awards will be changed to March 13, 2018 and provided names of some suggested recipients to be nominated. She also highlighted the History Prize looking for publications or movies that have been produced in 2017.

A Foundation member asked to consider expanding the criteria of the History Prize to give out more than one prize a year if necessary and to allow for more than just the previous year explaining the judges had a difficult time selecting just one winner.

Foundation members discussed resubmissions, the cost of buying the books, and how many submissions are received each year.

A Foundation member brought forward a motion to allow for more than one winner and for publications within the 5 preceding years. Another member asked if a friendly amendment could be made to include reviewing this policy after 3 years.

Moved by J. Malvern

Seconded by D. Emberly

That the Waterloo Regional Heritage Foundation approve the History Prize terms be amended to allow for more than one award within the preceding 5 years.

And that the terms be reviewed in three years.

Carried

d) Executive Committee

No report.

Reports – Member Organizations

a) ACO North Waterloo

No report.

b) ACO Cambridge

No report.

c) Waterloo Historical Society

D. Emberly referred to the correspondence from Lesley Webb, President of the Waterloo Historical Society in the correspondence folder thanking the Foundation for the grant and grant extension for the indexing project. He provided a brief update on the status of the project stating the project is 40% complete.

d) Waterloo Region Ontario Genealogical Society

No report.

Correspondence

The correspondence folder was circulated among the members for their review.

Other Business

a) Raffle Tickets re: Care for the Child The Story of the Bridgeport General. The tickets were given to J. Glass.

b) Chair W. Stauch noted that Kathryn Harvey resigned from the Foundation. He stated that there are three members' at large vacancies and are still waiting for

ACO Cambridge to send a representative as well as Wilfrid Laurier University. He asked members to recruit new members and suggested reaching out to past members.

- c) D. Emberly circulated a handout regarding The Reformation: Martin Luther and his Legacy exhibit.

Adjourn

Moved by D. Bonk

Seconded by J. Lewis

That the meeting adjourn at 7:56 p.m.

Carried

Foundation Chair, W. Stauch

Foundation Secretary, E. Flewwelling