

WATERLOO REGIONAL HERITAGE FOUNDATION MINUTES

Tuesday, June 28, 2011
6:32 p.m.
Room 218
Regional Administration Building
150 Frederick Street, Kitchener

Present were: Chair S. Rung, D. Bonk, P. Clarke, A. Crerar, T. Galloway, L. Haggerty, *Z. Janecki, B. Kempel, S. Lovell, S. Massel, D. McKnight, M. Reitzel, J. Roberts, K. Seiling, and L. Turner

Members absent: J. Glass, P. Todkill

ELECTION OF CHAIR AND VICE-CHAIR

Mike Grivicic, Foundation Secretary, called the meeting to order and requested nominations for the position of Chair and Vice-Chair for the period of June 2011 to June 2012.

MOVED by L. Haggerty
SECONDED by Z. Janecki

THAT Sandy Rung be nominated as Chair.

CARRIED

MOVED by T. Galloway
SECONDED by M. Reitzel

THAT nominations for Chair be closed;

AND THAT Sandy Rung is accepted as Chair for June 2011 to June 2012.

CARRIED

MOVED by S. Massel
SECONDED by P. Clarke

THAT Adam Crerar be nominated as Vice-Chair.

CARRIED

MOVED by T. Galloway
SECONDED by P. Clarke

THAT nominations for Vice-Chair be closed;

AND THAT Adam Crerar is accepted as Vice-Chair for June 2011 to June 2012.

CARRIED

S. Rung assumed the Chair.

DECLARATIONS OF CONFLICT OF INTEREST

None declared.

At the general agreement of the Foundation, item 8(b), report of the Communications Committee, was taken up.

2011-2012 COMMITTEES

- b) Communications Committee
 - Annual general meeting (AGM) debrief

Z. Janecki provided an overview of the AGM, noting the attendance of 60-70 people at Central Presbyterian Church in Cambridge. He commented on the opportunity for the Foundation to see first hand the work done on the church's roof, and explained that Scott Thomson of the church was unable to provide an outdoor presentation to attendees on the roof owing to being called out of town on business. P. Todkill was able to provide an alternate presentation on the history of the area from the middle island of Queen's Square.

Z. Janecki applauded the presentation of guest speaker Peter Goudy as well as the piano accompaniment to the presentation provided by Bradley Paddock. He expressed thanks to Ellis MacDonald of the church for helping to prepare the venue, to J. Roberts and S. Massel for their marvelous work in catering and organizing, and to M. Grivicic for assistance in coordinating various aspects of the AGM.

The Foundation was reminded that the annual Doors Open event will take place on Saturday September 17, and that a call for volunteers to staff the Foundation's display will be sent out on a date closer to the event.

DELEGATIONS

- a) Delegation: Ralph Shantz and Vernon Sherk, Pennsylvania German Folklore Society of Ontario (PGFSO), Waterloo Area Chapter re: "Lorna (Shantz) Bergey: Her Literary Legacy"

R. Shantz thanked the Foundation for its interest in the project as well as for its past support. He provided a summary of the life and achievements of Lorna (Shantz) Bergey.

V. Sherk provided a history of the Society's activities, including recent publications. He provided a number of reasons for undertaking the proposed publication, including Lorna Bergey's involvement in several community organizations, her work in establishing the archives at Conrad Grebel University College, and her extensive lecturing activity. The Society has identified 70 articles for inclusion in the publication, and anticipates that the publication could be completed by October 2011 for the Society's AGM.

V. Sherk clarified for the Foundation that the content of the publication has been set, and that most of the work going forward will be technical in nature.

V. Sherk explained that the anticipated audience for the publication would include adults interested in history, and those interested in local history, specifically that of Wilmot Township as it has relatively fewer historical publications. R. Shantz noted that members of the Society will receive a copy of the publication and that it is anticipated that there would not be another for some time, given the recent high level of publication activity.

The Foundation asked if there might be a market for the book in Pennsylvania German communities in the United States, and V. Sherk affirmed that Lorna Bergey's past speaking tours in those communities could provide opportunities to market the book in those areas.

The Foundation asked how a historian seeking to follow-up on facts noted in the publication might go about doing so, and V. Sherk noted that the publication will not provide a body of information for potential follow-up but that a researcher could access the archives at Conrad Grebel University College.

The Foundation clarified that the annual membership fee for the PGFSO is \$20 for a family membership and \$13 for a single membership, and that one must be a member for two years to obtain publications for free. R. Shantz indicated that the provision of free copies of publications will not continue after this publication, and that members will instead pay the unit cost of the book.

The Foundation ascertained that the PGFSO would have few other ready funding sources for the publication, but that the PGFSO has funds available to move forward with the proposed publication.

APPROVAL OF MINUTES

MOVED by Z. Janecki

SECONDED by B. Kempel

THAT the minutes of the Waterloo Regional Heritage Foundation meeting held on May 24, 2011, be approved.

CARRIED

*Z. Janecki left the meeting at 6:57 p.m.

REPORTS

- a) WRHF-11-003, Completion of the Waterloo Regional Heritage Foundation Archives Project

Charlotte Woodley, Archivist, provided an overview of the report and of the work completed in the project. She highlighted the movement to an online searchable database, which allows the Foundation's records to be accessed by the public. The database also has a comment function which allows users to add value to records, which is referred to as social archiving. She indicated that a volume of materials deemed non-archival have been identified and sought direction from the Foundation as to how to proceed with those materials.

Jenna Moyer, Archives Student, gave a demonstration to the Foundation of the online archival and records tool noted in the report.

The Foundation expressed satisfaction at the work completed and the online tools.

C. Woodley clarified for the Foundation that other municipalities use the same online archiving and records tools, that the records are hosted on the vendor's servers in Calgary, and that the company in question has a long history of involvement in the field. She also indicated that other heritage organizations have been contacted with regard to the database, though opportunities still remain to promote the tools.

The Foundation confirmed with C. Woodley that materials could be continuously added to the database, on the basis of digitization-on-demand. She affirmed that the Region's archives are aware of the Waterloo Historical Society's digitization project.

ACCOUNTS AND GRANT SUMMARY

Connie Bogusat, Financial Analyst, circulated the Accounts and Grant Summary, which included a summary of disbursements for the May - June 2011 period, outstanding approved commitments and the Foundation's net funding position. She noted that the summary includes a Van Houtte cheque for a past meeting's catering which was never processed, and the reimbursement of P. Todkill for framing of the annual awards. She clarified that an error was made in the spreadsheet and that the actual net funding position is \$160,681.87.

2011-2012 COMMITTEES - continued

a) Allocations and Finance Committee

The Foundation discussed the merits of proposed publication from PGFSO.

MOVED by L. Haggerty
SECONDED by M. Reitzel

THAT the Waterloo Regional Heritage Foundation approve a grant to the Pennsylvania German Folklore Society of Ontario in the amount of \$2,000.00 for the purpose of publishing "Lorna (Shantz) Bergey: Her Literary Legacy", as described in the application for grant funding;

AND THAT the publication be completed by June 28, 2012, a one year period from the date of the approved motion;

AND THAT the Foundation's official name and logo appear in the Volume recognizing the contribution made by the Foundation;

AND THAT a copy of the publication be given to the Foundation;

AND FURTHER THAT a statement of account with copies of supporting invoices be submitted to the Foundation upon completion of the project with request for payment.

CARRIED

The Foundation will extend an invitation to the September 2011 meeting to the property grant applicant for the Gingerich/Sasonow-Knight property. Over the summer, the Foundation will contact the applicant for additional photos, to go over the project details, and to arrange a site visit from the Architectural Conservancy of Ontario.

- c) Heritage Advisory Committee

No report.

- d) Executive Committee

No report.

REPORTS – MEMBER ORGANIZATIONS

- a) N-W Branch, Architectural Conservancy of Ontario – P. Clarke

The Branch held its AGM on Thursday May 26. There are plans afoot to hold a celebration of the MacGregor/Albert Heritage Conservation District, potentially for August 2011.

The Conservancy is working on compiling a list of questions for candidates in the upcoming provincial election.

- b) Heritage Cambridge – P. Todkill

No report.

- c) Waterloo Historical Society – J. Glass

M. Grivicic provided an update received from J. Glass via email:

The Society will be hosting their annual History Under the Trees (HUT) meeting at Waterloo Region Museum on Saturday, July 9th. Waterloo Region Museum conservator, Richard Fuller, will lead an interactive discussion on how to care for domestic artifacts including furniture, textiles, ceramics, documents and artworks. Attendees are invited to bring a household artifact. The meeting starts at 1:30 p.m. but attendees can come to the Museum early and have an extended visit. It is the Society's last event until September.

Prospective authors interested in writing an article for the Society's annual volume should visit www.whs.ca for more information.

- d) Waterloo Region, Ontario Genealogical Society – D. Bonk

The Society's most recent meeting was held in May, and its work is ongoing.

OTHER BUSINESS

- a) Board vacancy – discussion of procedure

M. Grivicic indicated that the Foundation's by-laws allow for vacancies on the board to be filled via appointment by the Foundation. He noted that four members of the community had expressed interest in volunteering for the board, and that the newspaper advertising prior to the AGM had yielded no applications beyond those from returning members.

The Foundation discussed how it might best go about filling the board vacancy, considering the amount of interest, whether applications should be solicited from prospective members, and potential advertising for the position.

It was generally agreed that no additional advertising would be done as the recent advertising provided no indication that any interest would be forthcoming. The Foundation directed that M. Grivicic circulate applications to the four interested people, and that completed applications would be circulated to Foundation members over the summer for consideration with a potential appointment to fill the vacancy to occur at the September 2011 meeting.

b) Disposal of non-archival materials

L. Haggerty, D. McKnight and S. Lovell volunteered to assist in determining what the Foundation will keep or dispose of from the non-archival materials following the completion of the archiving project.

NEXT MEETING – Tuesday, September 27, 2011

ADJOURN

MOVED by B. Kempel
SECONDED by S. Lovell

That the meeting adjourn at 7:46 p.m.

CARRIED

FOUNDATION CHAIR, S. Rung

FOUNDATION SECRETARY, M. Grivicic