



## **Waterloo Regional Heritage Foundation**

### **Minutes**

Tuesday, May 23, 2017

6:40 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

---

Present were: Chair W. Stauch, R. Albrecht, D. Bonk, J. Clinckett, T. Galloway, K. Harvey, J. Lewis, J. Malvern, S. Massel, N. Maitland, M. McCreery, S. Roy, L. Turner and K. Seiling

Members absent: J. Hendry, B. Paddock and N. Richbell

### **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 April 2017 and May 2017 period, outstanding approved commitments and the Foundation's net funding position.

C. Bogusat provided clarification on the new format.

C. Bogusat also referenced the 2016 Financial Statements and asked for the approval of the statements.

Foundation members pointed out the dates are incorrect in the draft financial statements. C. Bogusat highlighted that she will bring that forward to the Auditors.

Moved by J. Clinckett

Seconded by D. Bonk

That the Waterloo Regional Heritage Foundation approve the 2016 draft Financial Statements.

Carried

### **Approval of Minutes**

A member pointed out that on page 4 of the minutes the third paragraph should say “a Foundation member” instead of M. McCreery. It was also noted that K. Harvey and J. Malvern should be included to the present list.

Moved by J. Malvern

Seconded by T. Galloway

That the minutes of the Waterloo Regional Heritage Foundation meeting held on April 25, 2017, be approved

Carried, as amended

### **2016-2017 Committees**

#### a) Allocations and Finance Committee

M. McCreery stated that A&F is working on two applications and they are still not ready to come forward and A&F is continuing to look at the grant policies.

M. McCreery stated that an interim motion was passed back in February 2015 to cap capital restoration projects to a maximum of 50% or to a maximum of \$75,000. She stated that motion will become a permanent policy within the grant policies.

M. McCreery stated that at the last meeting members discussed grants receiving funding from both the Arts Fund as well as the Heritage Foundation. She noted that A&F will be suggesting that any project that has received a grant from the Arts Fund will not be considered for a Heritage grant.

M. McCreery highlighted that a Foundation member suggested wording to be included under II of the grant policies “if requested, the publication shall state that support by the Foundation does not imply that the Foundation supports any opinions or veracity of matters expressed herein”. Some Foundation members expressed concerns with including wording since other agencies do not. Some members suggested wording could be included on the website.

Clarification was provided on the difference between the Heritage research award given to students and publication/research grants.

M. McCreery stated that changes will be made to the grant policies and a draft copy will be circulated to members in June.

b) Communications Committee

D. Bonk noted that AGM is coming along, venue and food have been booked.

He stated that Communications Committee has been working on a new event to take place Saturday, May 12, 2018 at the Waterloo Region Museum during Museum month. The Waterloo Regional Heritage Foundation will partner with the Waterloo Historical Society on this event, suggestions for the day will be to have children activities, give out the WRHF awards and the WHS will be giving out their annual volumes at the event. He stated that the museum and grounds will be open to the public and potentially guided tours of the curator center. He stated that no decision has been made about the format.

D. Bonk explained that this event will replace the Heritage Showcase and the AGM. He noted that the business portion of the AGM will occur at the last meeting in June.

Moved by D. Bonk

Seconded by L. Turner

That the Waterloo Regional Heritage Foundation have an annual heritage event that will be held at the Waterloo Region Museum in May.

This event's purpose is to create a venue to present our various awards from the Foundation, to bring heritage societies together to allow them to setup displays about their organizations. The event will be a day event taking over all the bookable rooms at the Museum and allowing free access to the Museum's gallery and village.

Carried

c) Heritage Advisory Committee

J. Lewis noted that she is looking for a member to present Marie Voisin her award. T. Galloway volunteered to present the award.

J. Lewis highlighted that the judges made their decision on the Region of Waterloo History Prize and the winner is Philippe Elsworthy for his publication entitled *Evolving Urban Landscapes: A Photographic Memoir*.

d) Executive Committee

No report.

### **Reports – Member Organizations**

a) ACO North Waterloo

J. Clinckett briefly highlighted the *Designing for Education Lecture #3*, a personal account of the building of University of Waterloo that took place on May 16, 2017.

b) ACO Cambridge

No report.

c) Waterloo Historical Society

N. Maitland reminded members of upcoming *History Under the Trees* meeting on July 8<sup>th</sup>, at the Waterloo Region Museum.

d) Waterloo Region Ontario Genealogical Society

D. Bonk highlighted a number of branch members are helping the Kitchener Public Library in developing an obituary indexing project. One of the members is creating the indexing software program, others will be scanning and imputing obituary data with the result of creating an online searchable index. Cemetery transcribing has begun in earnest in Hespeler.

### **Correspondence**

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

### **Other Business**

a) L. Turner noted that old washing machine plant has been sold to Four Brothers Breweries and will be converted into a brewery.

b) Chair W. Stauch briefly highlighted the upcoming vacancies on the Foundation.

**Adjourn**

Moved by J. Clinckett

Seconded by L. Turner

That the meeting adjourn at 8:05 p.m.

Carried

**Foundation Chair, W. Stauch**

**Foundation Secretary, E. Flewwelling**