



## **Waterloo Regional Heritage Foundation**

### **Minutes**

Tuesday, September 26, 2017

6:32 p.m.

Waterloo County Room

Regional Administration Building

150 Frederick Street, Kitchener

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Present were: Vice Chair J. Glass, R. Albrecht, D. Bonk, J. Clinckett, D. Emberly, T. Galloway, J. Hendry, K. Harvey, J. Lewis, N. Richbell, S. Roy, L. Stace, and \*Chair W. Stauch

Members absent: L. Haggerty, J. Malvern and K. Seiling

### **Declarations of Conflict of Interest**

J. Glass declared a conflict of interest on item 5 a) ii) regarding the Waterloo Historical Society grant extension due to being a member of the Waterloo Historical Society.

D. Emberly declared a conflict of interest on item 5 a) ii) regarding the Waterloo Historical Society grant extension due to being a member on the Waterloo Historical Society.

D. Bonk declared a conflict of interest on item 5 a) ii) regarding the Waterloo Historical Society grant extension due to his involvement with the project.

### **Delegations**

a) Janet Seally appeared before the Foundation regarding a project grant for the Waterloo Public Library (WPL). She talked about the history of the Waterloo Chronicle and why the WPL would like to digitize the newspaper. She explained the importance of bringing the past with the future and digitizing projects. She further noted they have support from the Waterloo Chronicle, WPL Board of Directors and Waterloo Historical Society (WHS). She highlighted and thanked the Foundation for past projects they have supported and asked for their support again on this project.

In response from questions from Foundation members, J. Seally noted that the Waterloo Chronicle never kept hard copies of the papers they were all microfilmed and that they will be digitizing from the microfilm. She further noted that they will be digitizing moving forward.

A Foundation member suggested that continuation of microfilm and pointed out that some vendors will microfilm and digitize simultaneously.

The Foundation asked if the full amount was not granted is their funding from elsewhere to complete this project. J. Seally noted that WPL would have to look at what fund raising they could do or other funding agencies.

A Foundation member asked why Internet Archive was not picked as the preferred vendor. J. Seally said that Internet Archive was not able to incorporate the existing indexing records, the keyword search wouldn't be as searchable as well as some other key features. She further noted that the microfilm would have to leave the country if they would have used Internet Archive.

### **Approval of Minutes**

Moved by D. Bonk

Seconded by J. Clinckett

That the minutes of the Waterloo Regional Heritage Foundation meeting held on June 27, 2017, be approved

Carried

### **Accounts and Grant summary**

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

### **2017-2018 Committees**

a) Allocations and Finance Committee

J. Glass highlighted the A&F Committee were unable to elect a Chair and will contact L. Haggerty to see if she would like to fill the position.

i) Waterloo Public Library

Foundation members discussed other potential funding options for WPL and it was pointed out that the grants policy states that capital projects are only funded up to 50% there is no policy with respect to project grants.

Foundation members discussed the difference in the quoted price. Members highlighted that the more expensive quote includes indexing and that the material will be available with other resources in Ontario since it will be hosted on the Our Digital World (ODW) site. Members discussed the benefits of using ODW and what is best for the research community.

Moved by K. Harvey

Seconded by N. Richbell

That the Waterloo Regional Heritage Foundation approve a grant of 50% of the cost to a maximum of \$24,000 to the Waterloo Public Library to digitize 125 years of the Waterloo Chronicle;

And that the indexing of all copies be completed before September 26, 2018, a one-year period from the date of the approved motions;

And that a suitable acknowledgement recognizing the contribution made by the Foundation be made;

And further that a statement of account with copies of supporting invoices and receipts be submitted to the Foundation upon publication of the volume with request for payment.

Carried

ii) Waterloo Historical Society Correspondence re: Grant Extension

Due to J. Glass's Conflict with the item T. Galloway assumed the Chair.

T. Galloway introduced the item. E. Flewwelling gave a brief update on the project and explained the reason for the grant extension.

A&F stated that they would recommend a one year extension until August 31, 2018 and at that point they could potentially reapply or the Foundation could pay them a portion of the project.

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Members discussed the grant policies and it was highlighted that WHS could not reapply in August 2018 since the project has already been started but that WHS could ask for another extension at that time since there is no policy on grant extensions. It was also noted that the Foundation typically doesn't pay out portions of a grant.

A Foundation member asked that the recommendation be until September 30, 2018 since the Foundation doesn't meet in the summer months.

Moved by K. Harvey

Seconded by N. Richbell

That the Waterloo Regional Heritage Foundation approve Waterloo Historical Society's request to extend their grant deadline to September 30, 2018.

And that all original grant conditions be met.

Carried

J. Glass assumed the Chair.

b) Communications Committee

D. Bonk highlighted the new event on Saturday, May 12, 2018 at the Waterloo Region Museum. He highlighted that event fits in with Museum month and explained that access to the Museum and grounds will be free. He noted that the event will be shared with the WHS. D. Bonk asked members to email him any name suggestions for the event.

c) Heritage Advisory Committee

No report.

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 provided a brief status update on the indexing project explaining the project is 30% complete. He stated at their last meeting they discussed the need for fundraising. He highlighted their upcoming Annual General meeting that will occur on November 7, 2017 and the guest speaker will be Ralph Beaumont speaking on his book Rails to Goderich.

## d) Waterloo Region Ontario Genealogical Society

D. Bonk highlighted they are near completion of the rereads of the cemeteries. The last one will be New Hope in Cambridge and will be the last project they will be working on.

\*W. Stauch entered the meeting at 7:45 p.m.

**Correspondence**

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

**Other Business**

## a) The WRHF and the Truth and Reconciliation Commission's calls to action.

S. Roy introduced the item and explained she thought it was important to raise the issue of indigenous history. She highlighted what the universities are doing to address the calls to action. She thought as a heritage body it would be important for us to be a part of the conversation and learn more about the indigenous history in the Region. She talked about other groups having territorial acknowledgments on their websites and suggested that perhaps the Foundation could do that as well. She also suggested having some guest speakers come in from the indigenous community to talk about the history in this area.

Some Foundation members questioned how having a guest speaker fits into the Foundation's mandate since we primarily are a funding body. It was highlighted that the Foundation's Letters Patent state (a) to preserve and to assist in the preservation of the heritage, culture, traditions, landmarks, historic buildings and objects of historical significance.

Foundation members discussed funding indigenous projects, adding territorial acknowledgments onto the website, more outreach to indigenous communities, supporting indigenous history in the Region, and inviting the indigenous groups to participate in the new Heritage event.

Chair W. Stauch provided information about the creation of the Foundation and what it represents. He noted the Foundation has never had a quest speaker series mainly because we are partnered with a number of historical groups/ organizations that we encourage to do those types of things. He provided numerous examples around the Region where indigenous history is acknowledged and highlighted the need to get the message out to groups that we have funding available to promote indigenous history.

Chair W. Stauch handed out a booklet called Land Rights A Global Solution for the Six Nation of the Grand River that he received from attending the Doors Open talk given by Phil Monture. He also encouraged members to read Before Ontario The Archaeology of a Province. He pointed out the information about indigenous history is available and the next step is to outreach, raise awareness and promote it.

b) D. Emberly pointed out the minutes of the HPAC meeting includes a lengthy description of what ACO – Cambridge is doing about the Goldie and McCollough Company.

## **Adjourn**

Moved by J. Clinckett

Seconded by D. Bonk

That the meeting adjourn at 8:15 p.m.

Carried

**Foundation Vice Chair, J. Glass**

**Foundation Secretary, E. Flewwelling**