



Association historique de Westmount  
Westmount Historical Association

**Minutes for the meeting of the Board of Directors**  
**Tuesday, April 6th, 2021 4:30 pm**  
**via Zoom Link**

**Board members present:** Anne Barkman (AB), Caroline Breslaw (CB), Louise Carpentier (LC), Jan Fergus (JF), Claudette Stecher Lopez (CSL), Jane Martin (JM), Ruth Allan Rigby (RAR), Mavis Young (MY)

- I. Call to order** Meeting was called to order at 4:33 pm. LC requested agenda order begin with new business.
- II. Approval of the April 2021 Agenda** JF made motion to approve and RAR seconded.
- III. Approval of March 2021 Minutes** JF made motion to approve minutes, and RAR seconded.
- IV. Presidents Update** AB held informational zoom meeting on 4/5 for JM to discuss upcoming archives move to Victoria Hall. The City required this move so extensive work could be done on the furnace. It was agreed that this is how Board members will answer inquiries about the new space. AB emailed notes to those who could not attend. AB received reply from city designating Caroline Proctor as liaison during move.
- V. Monthly Reports**
  - A. Financial Report No updates to report
  - B. Membership No updates to report
  - C. Website No updates to report
  - D. Archives JM summarized the call with WPL and Julie Anna Cardella regarding upcoming move. The move will be complicated because of pandemic restrictions i.e. limited hours, masks, minimal persons, etc, with only 17 working days available for library. JM has concerns that WHA cannot make the city deadline to pack up and organize archives and requested flexibility for dates. JM said that blue collar city staff would be moving archives, but not sure if walking or driving items. Needs to determine carpet cleaning, boxes, and any related expenses. JM does not want volunteers as it is too difficult to schedule. JM will contact Duncan Campbell to answer questions and provide more detail, and will advise the board.
  - E. Westmount Heritage Council No updates to report

- F. Newsletter No updates to report
- G. Oral History No updates to report

**VI. New business**

- A. AGM AB suggested a Zoom call as alternative to inperson AGM, similar to MCLL format. Tentative date Wednesday May 26th 7pm. MY reminded board that members need access to financial report. CB suggested that AGM reports (president, archives, financial and membership, AGM 2019 minutes) should only be sent to those who rsvp for board meeting. MY to look up CRA guidance regarding financial statements at AGMs. CSL to draft a sample invite for AGM. Board agreed to keep status quo, but members will be able to nominate themselves 14 days before AGM
- B. Board nominations/succession. All board members agree to stay on. RAR would like to step down at end of 2021.
- C. Lecture series CB has two suggestions for lecture series, but library cannot commit, so needs to work on other ideas.

**V. Adjournment** Meeting adjourned by 5:22 by AB.

Minutes Respectfully Submitted by  
Claudette Stecher Lopez  
WHA Secretary 2020/21



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### April 2021 Monthly Reports

#### A. Financial Reports MYoung

##### Withdrawals

Cheque #30 - Copie Réseau

Cheque #32 - CB Mailing

Cheque #34 - AB Web security

##### Deposits

All deposits are memberships and donations

#### RBC account Apr 01.21

[View Statements](#)[Set Up Alerts](#)  
[Pay Bills](#)[Transfer Funds](#)[Interac e-Transfer](#)

#### Transactions

Transactions details

As of Mar 31, 2021

We found 7 results.

Display: 14 days 30 days

Date	Description	Withdrawals	Deposits	Balance
Mar 29, 2021	Misc Payment PAYPAL		\$541.11	\$31,900.76
Mar 25, 2021	ATM deposit - MH952672		\$95.00	\$31,359.65
Mar 23, 2021	<a href="#">Cheque - 32</a>	-\$35.95		\$31,264.65
Mar 22, 2021	<a href="#">Cheque - 34</a>	-\$147.84		\$31,300.60
Mar 22, 2021	Deposit		\$70.00	
Mar 17, 2021	<a href="#">Cheque - 30</a>	-\$269.04		\$31,378.44
Mar 17, 2021	ATM deposit - MH952210		\$25.00	

Showing 7 of 7 transactions

## **B. Membership LCarpentier**

The WHA membership figures for the inclusion in the update to the WHA Board meeting of April 6, 2021 includes mostly online renewals received via PayPal (up to April 5, 2021) and the few received in the WHA PO Box in March 2021. Figures are as follows:

Board 6/8  
Honorary 4  
Complimentary 2 (inc new owners of Goode House)  
New memberships 8 (including 2 couples & 3 donations)  
"unheard from" 67  
Total: 69 memberships

## **C. Website Report ABarkman**

Continuing to work on restricted pages, with following criteria:

For WHA Board of Directors Only

Current Board of Directors

Board Documents

ByLaws

Articles of Incorporation

Yearly Financial reports

Forms

Expense Reimbursement

Donation Receipt

Donation in-kind Receipt

Deed of Gift

Deed of Loan

Policies

Promotional Policy

Other Policies

## **D. Newsletter LHC (WHC) and Lecture Series CBreslaw**

### **Newsletter**

I have spoken to Julia Gersovitz about the theme of our next newsletter (Homes of Westmount Architects). She is very enthusiastic & added names of several other architects to my list. I will begin reaching out to possible writers to see if this is realistic.

### **LHC/WHC**

Although there has not been a meeting, members were sent a print copy of the first 'portraits sonores' on the Houses of Worship. We were asked to correct & suggest changes. I did major work on St. Matthias, for which I had been interviewed and made smaller corrections to the other ones done so far.

### **Lecture Series**

After speaking with Anne, I touched base with the WPL about a possible collaboration in the fall with virtual lectures. The library is still undecided about the future; it is awaiting directions from the province, which it hopes will be available in May.

I had several talks to suggest, which could also result in a Winter 2022 newsletter, based on Documenting the Arts:

September - Victoria Leblanc on her just-published book celebrating 75 years of the Visual Arts Centre

October - Rosalind Pepall on her book about her work as a curator at the MMFA

Brian Merrett - a replay/variation of his talk to us a year ago about his many books co-authored with François Remillard

For the newsletter, I would ask Nancy Dunton & Helen Malkin if they would write about their book on Montreal's contemporary architecture. I would also see if Peter Lanken would contribute an article about his work in documenting Victor Bourgeau's churches through photographs and detailed pen and ink drawings.

#### **E. Archives (CSL for JM)**

Jane Martin, along with Anne Barkman and Caroline Breslaw are working on temporary relocation of archives to Victoria Hall due to furnace overhaul in Westmount Public Library. Monday, April 5th, five board members attended an informational zoom meeting and q&a with Jane about move and space (Anne Barkman, Caroline Breslaw, Louise Carpentier, Claudette Stecher Lopez, Jane Martin).

Key points: This move, though not a timeline preferred by WHA, satisfies most of the original requests for new archival space submitted to Westmount by Jane Martin in 2011 (copies of report and letter attached for archives).

Next steps: City to designate a contact person for the move and supply mover information, boxes, etc. Carpet needs to be cleaned. Jane, along with Caroline Breslaw and Carolyn Slingman will work on preparation as soon as access allowed to archive. Time frame is April 21st to April 30th.

Summary: At the April 5th meeting, Jane Martin moved to ask for WHA board acceptance in principle in support of the city of Westmount's offer of moving to a new archives space in Victoria Hall. All board members present voted in favor. Until the move is officially underway, the board asks that information about it be kept confidential for time being.

#### **F. Oral Reports (JFergus)**

A request to reprint the oral history article on Diana Martin's memories and Harriet Goode's ledgers from the . Here's an excerpt of a letter I think originally to Jane Martin: they ask to have the "Shopping Local a Century Ago" article reprinted in the Spring 2021 edition of the Ireland Canada Chamber of Commerce newsletter? We would, of course, do so with a by-line approved by you, accompanied by a presentation of the Westmount Historical Association."