



**Minutes for the meeting of the Board of Directors
Tuesday, September 14th 2021 3:00 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)

Absent with regrets: Ruth Allan Rigby (RAR) and Mavis Young (MY)

I. Call to order Meeting was called to order at 3:04 pm by AB.

II. Approval of the September 2021 JF approved agenda, CB seconded.

III. Approval of June 2021 Minutes JF approved minutes, CB seconded.

IV. Monthly Reports

- A. Financial Report There were no questions about MY's monthly statement.
- B. Membership LC reported that several new members joined last month, two from outside of Westmount and one gave a considerable donation. Board agreed that a note should be sent thanking them for their substantial contribution. LC and AB to work on together.
- C. Website AB is looking for website support, and will contact IT in city hall. AB asked board members to reach out to their contacts.
- D. Archives JM gave a brief verbal update on archives. Currently Victoria Hall is not open to public, but if anyone would like to visit archives after 1:30pm during the weekdays, contact JM. JM to apprise board of archives schedule next meeting.
- E. Westmount Heritage Council CB gave a brief verbal updated. No meeting since February, being reorganized. WHA will still be represented. Will notify if there is another meeting.
- F. Newsletter CB gave brief verbal update. Newsletter was very complicated but should be ready by September. Board agreed to CB proposal to focus on architects houses in Westmount for next newsletter.
- G. Oral History No questions about JF's monthly report. AKGB is working on an interview and CB will contact Erin Hogg to be interviewed by JF.

IV. New business

- A. Board Meeting day/time/format for calendar year It was agreed that for rest of year due to COVID variant concerns, board meetings will be held virtually on first Tuesdays of the month at 3pm.
- B. Tours and Lectures CB circulated three tours to membership in 2021. Currently working on a collaborative lecture with WPL for Oct 16th 7pm Victoria Hall. It is in person and only open to library card holders.

- C. Social Meeting Given requests from board members to meet in person, AB proposed a social gathering on her deck in the fall, but response was tepid. JM suggested a meeting to review new archives and will look at potential dates.

V. Adjournment Meeting adjourned by AB at 3:54pm.

Next meeting scheduled for Tuesday October 5th at 3pm.

Minutes respectfully submitted by
Claudette Stecher Lopez
WHA Secretary 2020/21

Financial Report for September 01/21 - Mavis

No significant changes to finances. Two cheques were issued during August:

1. #38 - \$43.79 to J. Breslaw for hosting registration
2. #39 - \$34.48 to A. Barkman for web-site expense

MEMBERSHIP

Seven (7) new memberships are to be added to the June 2021 figures.

Board: 8/8 all members should be in good standing

Honorary: 4

Complimentary: 2 (inc. new owners of Goode House)

Total new memberships for 2021: **22 + 7 = 29**

Total renewals for 2021 including the 8 Board members: **52 + 7 = 59**

Total all memberships: 87. This figure now includes **3** Patron memberships and 17 couples. "Unheard from" to May 2, 2021 inclusively would remain at or near 58.

One of the 7 new memberships includes a very large donation. The type of membership and exact amount of that donation remain to be specified.

Website Report

The main change to our website over the summer was the migration of our three web-based mailboxes

info@westmounthishistorical.org

membership@westmounthishistorical.org

lectures@westmounthishistorical.org (renamed events@westmounthishistorical.org)

to a new platform required by the company that hosts the website. Although the change will be transparent to anyone who sends email to any of them, there have been some changes for those of us who send out and receive this mail.

In addition, the agreement with our programmer for website maintenance free of charge for a year is now over, although the last change that we asked for before the ending date has not yet been implemented. Given the complications that have occurred in part as a result of his residing in a different country and time zone, I am now looking into finding someone local who can make small changes to the site if they require more technical skill than I have. If anyone on the Board knows of people with experience in building websites who might be interested and available for this kind of occasional work, please let me know. I have been given names of two people who have worked on the

City's website, but a retired person who would like to keep their hand in by volunteering would be even better (and, of course, less expensive).

I am still working on the restricted pages containing information to be available online to board of directors members only. Although I have collected and formatted all the material, I will need to consult with someone with website building experience on how to add what I've done to the website and to make it accessible only to those who have the required password.

Oral History

Oral History: Anne Barkman intended to interview her friend Wendy Scott for an oral history article this summer, but the current fourth wave of the virus interfered. She is considering asking her questions by email and collecting replies--not sure this will work. No other articles pending (no word of course from Helen Meredith on the Pam Price interviews), though the Diana Martin memories can be mined for short articles if needed.