

**MINUTES OF THE JUNE 2023 MEETING OF  
THE NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION  
HELD ON WEDNESDAY, JUNE 21, 2023, AT 5:30 pm  
AT THE ARCHIVES OF NORTH VANCOUVER**

Present: Adrian Dyck, Sandra White, Alicia Peters, David Youngson, Councilor Don Bell, Jason Milne (arrived at 5.49pm), Councilor Jordan Back, Ginette Handfield, Zoe Mackoff de Miranda (Director), Sarah Mosher (Recording Secretary)

Regrets: Sheryl Rivers, Dee Dhaliwal, Victor Elderton

**1. Coast Salish Cultural Training** (Sheryl Rivers)

Sheryl was delayed in Edmonton and not able to deliver this training.

**2. Call to Order at 5.34 and Approval of Agenda**

Sandra White did a Land Acknowledgement and shared a variety of greetings in Indigenous languages in honour of Indigenous People's Day. Councillor Jordan Back moved to approve the agenda and Alicia Peters seconded.

Carried unanimously

**3. Approval of the Minutes of the May 2023 Regular Meeting** (*Att #1*)

Adrian Dyck moved and Counsellor Jordan Back seconded the approval of the May 2023 minutes.

Carried unanimously

**4. Information Reports:**

.1 Director's Report (20 minutes)

Using the existing Director's Report format, Zoe Mackoff de Miranda gave an overview of activities at the Museum and Archives for the month of May, her first full month in position (*Att #2*).

Some comments emerged from the Director's Report. It was noted the Commission's expectation is that the 2023 draft budget would be reviewed.

Questions around financial reporting were raised. Zoe Mackoff de Miranda and Jason Milne have met with CNV Finance staff about financial reporting. Zoe Mackoff de Miranda will follow up with City staff to get a Q2 report to share with the Commission.

Commissioners suggested that statistics in the Director's Report would be more meaningful if shown alongside anticipated and historical figures, and/or with reference to the Strategic Plan. Zoe Mackoff de Miranda will look at putting a table in this section of her report to give these figures more context.

## **.2 Governance Committee**

Alicia Peters has accepted the role of Chair of this committee. She reminded Commissioners of the commitment they made to attending the online governance course through the BC Museums Association. An extension is granted until the end of August and the link will be resent to Commissioners.

Zoe Mackoff de Miranda reported on the timeline of the 2024 budget process.

Councillors will connect with Zoe Mackoff de Miranda about visiting Council in the fall, before they receive the new budget.

## **.3 Strategy Oversight Committee**

The focus of the June 1 meeting was to look at the draft planning process.

David Youngson moved to extend the deadline for the completion of the Strategic Plan to March 31<sup>st</sup>, 2024. Councillor Jordan Back seconded.

Carried Unanimously.

## **.4 Friends Society**

The Friends Society met yesterday, mostly to discuss details of the June 27 Signature Event. This is the first in a series of events with North Shore Rescue, the next being September 19 and a third one in 2024.

The Friends Society passed a motion to review the membership structure of the Friends Society.

The AGM is scheduled for September. They will focus on recruiting new members with fundraising experience.

# **5. Councillors' Reports**

## **.1 City of NV**

Report presented by Councilor Bell and received by the Commission.

## **.2 District of NV**

Report presented by Councilor Back and received by the Commission.

# **6. Adjournment.**

The meeting was adjourned at 7.07.pm. The next meeting will be July 19, 2023. Several Commissioners will be away, so the meeting may be held virtually.