

**MINUTES FOR THE MARCH 2025 MEETING OF  
THE NORTH VANCOUVER MUSEUM AND ARCHIVES COMMISSION  
HELD ON WEDNESDAY, MARCH 19, 2025 AT 5:30 pm  
IN PERSON MEETING**

Present: Dee Dhaliwal, Councilor Don Bell, David Youngson, Brian Burtch, Zoe Mackoff de Miranda, Sandra White, Alicia Peters, Councilor Jordan Back

Regrets: Jennifer Pantel, Adrian Dyck, Sheryl Rivers

Attendees: Charlene Hill representing the Friends of the North Vancouver Museum and Archives Society

**1. Coast Salish Cultural Training** 5:30

- David Youngson shared some thoughts in lieu of Sheryl Rivers in her absence

**2. Call to Order and Approval of Agenda** 5:40

- David Youngson explained that we will move towards meeting agendas where all reports will be circulated in advance and key issues can rise to the surface for conversation rather than reading full reports at meetings. Discussion was held on this approach and the difference between this approach and a consent agenda.

Approval of the agenda was moved by Councilor Jordan Back, seconded by Alicia Peters, all in favour.

**3. Approval of the Minutes of the January Regular Meeting (February minutes were unofficial as quorum was not met)** 5:57

Approval of January minutes moved by Alicia Peters, seconded by Sandra White, all in favour.

**4. Information Reports:**

**.1 Director's Report** 5:50

- Q&A on distributed Director's Report

- Zoe shared that MONOVA does have a small endowment fund with the North Shore Community Foundation and she is exploring fundraising opportunities connected with that endowment. Alicia Peters suggested this would be a great future agenda item for further discussion.
  - There was discussion regarding MONOVA’s marketing budget, signage and wayfinding for the Museum, and ways to increase brand awareness. This is another area for more extensive future discussion.
- Q4 2024 Financial Presentation
    - Zoe presented a Q4 2024 financial overview to the Commission

.2 Governance Committee 6:40

- Alicia Peters shared details on the previous Governance Committee meeting and conversations that took place. A discussion was held on what the financial responsibilities of the Commission are and what financial skillset is required among the Commissioners.
- Governance Committee Terms of Reference were also discussed and the budgetary responsibility of the Committee were discussed as laid out in the Terms of Reference.
- Report was received.

.3 Strategy Oversight Committee 7:21

- No report, previous SOC meeting was delayed.

.4 Friends Society 7:22

- Jennifer Pantel was not in attendance, no report was delivered. Charlene Hill, Vice President of the Friends Society attended in Jennifer’s absence.
- Charlene shared high level notes on a recent Friends Society visioning session which explored ways the Friends Society can support MONOVA. This included attending and promoting MONOVA programs.

## 5. Councilors' Reports

.1 City of NV (Councilor Bell) 7:29

- Councilor Bell shared how great the recent Nowruz festival was at The Shipyards

.2 District of NV (Councilor Back) 7:32

- Councilor Back shared that a community engagement initiative is coming up on OCP updates this year and encouraged everyone to participate.

## 6. Adjournment.

**Moved by Don, seconded by Alica**

Next meetings:

Wednesday, April 16<sup>th</sup>, 5:30-7:30pm

MAY MEETING Date Discussion due to conflict

Wednesday, June 18<sup>th</sup>, 5:30-8:30pm (extended hours)