

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

Attendees: Sandra White, Councilor Don Bell, Brian Burtch, David Youngson, Stephanie Barlow, Alicia Peters, Adrian Dyck, Dee Dhaliwal, Councilor Jordan Back

Regrets: Sheryl Rivers

1. Coast Salish Cultural Training 5:46

As the meeting was held at the Museum of North Vancouver in The Shipyards on the traditional lands of the village of Es7lahan, MONOVA Director Zoe Mackoff de Miranda shared a land acknowledgement recognizing the village of Es7lahan.

2. Call to Order and Approval of Agenda 5:47

Moved by Brian Burtch, seconded by Councilor Jordan Back, carried unanimously.

3. Approval of the Minutes of the October Regular Meeting 5:45

Moved by Sandra White, seconded by Steph Barlow, carried unanimously.

4. Information Reports:

.1 Director's Report 5:50

- Q&A on distributed Director's Report
- Q&A on distributed Staff Satisfaction Survey results
 - Questions were brought forward about the survey and how communication is being strengthened within the organization as that is a recurring area of feedback within the survey. Zoe shared some of the steps leadership is taking to strengthen internal communication.

.2 Governance Committee 6:20

- Applications for CNV appointed Commissioners were being accepted until October 30 and have now closed.
- Applications for DNV appointed Commissioners have been reviewed and two new DNV Commissioners have been appointed to start in January 2026, Susan Danard and Daniel Schuss.

- This is the final meeting for Governance Committee Chair Alicia Peters whose terms is coming to an end at the end of 2025.

.3 Strategic Oversight Committee

6:30

- MONOVA Manager of Business Operations Pamela Roberts joined the meeting to provide a short presentation on how staff are tracking KPI's relative to those set out in MONOVA's Strategic Plan 2024-2027.
 - o Discussion was held on adding KPIs around fundraising to the tracking document

.4 Friends Society

6:40

- A Friends appointed representative was not present at the meeting.
- Commissioners revisited the proposed structural changes to the Friends Society originally presented at the September 2025 Commission meeting, as quorum was not met at that meeting and no motion could be passed.
 - Discussion was held on the merits of Option 2, "Adopt a Foundation Model". This model retains the Friends Board and its oversight of all activities required to maintain charitable status, the board would have a minimum of three members as per the BC Societies Act, and all administrative tasks would be transferred to MONOVA staff. The name "Friends Society" could be changed if designated as a "foundation" but would not be a requirement for this option.
 - It was clear that if Option 2 is endorsed there is an interest from the Commission on a name change from the Friends Society to The MONOVA Foundation to help provide clarity on where funds are going.
 - Much discussion was held, and it was clear there was no unanimous conclusion among Commissioners on what direction structural changes to the Friends Society should take.

MOTION to endorse Option 2 from the Friends Society "Structure Options For Discussion_FS Interim Board Mtg_Aug 11 2025" document.

Moved by Sandra White, seconded by Brian Burtch, opposed by Councilor Jordan Back, Alicia Peters, and Steph Barlow, this was carried 6 to 3.

5. New Business

6:50

- Took the opportunity to recognize the Commissioners moving on after December at the end of their terms. Sandra White, Dee Dhaliwal, and Alicia Peters.

6. Council Reports

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| .1 | City of NV (Councilor Bell) | 7:00 |
| .2 | District of NV (Councilor Back) | 7:05 |
- Councillor Back had to leave early to attend the North Vancouver Chamber Business Awards which were held on the same night.

7. Adjournment.

Moved by Alicia Peters, seconded by Steph Barlow, all in favour

DECEMBER, NO MEETING

2026 Meeting dates to continue on the third Wednesday of each month except June, July and December, calendar invites to be sent in the coming weeks:

- January 21
- February 18
- March 18
- April 15
- May 20
- August 19
- September 16
- October 21
- November 18