

Frontenac County Schools Museum Association Twenty-eighth Annual General Meeting

Friday, June 14, 2013.

1:30 p.m.



Agenda



1. Welcome to all
2. Annual Reports
3. Approval of the budget
4. Auditing of the books
5. Nominating of the slate of officers
(nominations from the floor welcomed)
6. Approval of the slate of officers
7. Introduction of guests
8. Other Business
9. Adjournment of the meeting

Please stay for a visit, a cup of tea, and a tour of the museum.



REPORT FROM THE CO-PRESIDENTS

As you read through this annual report you will be amazed at how much has been accomplished by the hard work and dedication of our volunteers. We are fortunate to have people with experience, creative ideas and yes, dreams for the future of our museum. We exist and run on a shoestring budget, but this does not prevent us from growing and finding new ways of showcasing our treasures and bringing our interest in education to the public. The Speakers' Series is a good example of this.

If you were to visit the museum on Monday, Wednesday mornings and Saturday (10:00-3:00) you would find volunteers busy shelving and cataloguing books, organizing historical files so they can be easily available to people doing research, recording new acquisitions, answering calls from schools and arranging class visits. Etc. Etc. But also you would see a group of friends talking and laughing and enjoying each other as they work.

What you would not see are all the hours spent on museum business outside the museum. The Treasurer keeps up-to-date on government rules and regulations as well as looking after banking and recording financial transactions. A young volunteer, knowledgeable in modern technology, does our advertising, creates our posters, etc. and keeps us in the 21st century. A member attends KAM (Kingston Association of Museums) meetings so we are aware of and part of the broader museum picture in Kingston. The Secretary writes up the minutes of our meetings and membership letters. The list goes on and on. Do not think these hours spent are resented. As stated in the first paragraph, our volunteers are dedicated and know they are appreciated.

All that being said, the need to maintain and hopefully expand our volunteer base remains critical; and all members are reminded that the introduction of new volunteers by members, or ideas to search out possible new members/volunteers should be one of our highest priorities.

Pat Brown and Sue Mayka

REPORT OF THE MEMBERSHIP COMMITTEE

May 31, 2012 to June 1, 2013

Trudi Bain, Sadie Frame, Alice Hurst

We are pleased to report that our membership base has risen considerably this year. Our individual membership has risen to 157. We also have a number of others who have made donations but did not want a membership card. This brings our total to 170 members and donors.

Many of our members also donate generously when they renew their memberships. As this money can be used as the board sees fit, it is critical for coping with general expenses.

The Committee is coping with the task of keeping the mailing list and telephone list up-to-date. Some members have indicated that they want the Newsletter sent by E-mail. If that is your preference make sure that you send us your E-mail address. If you have changed over to a cell phone, we need that information also as it is not available in any published phone book.

We do not share this information with any organization but it assists us in getting in touch with you, our members.

Events, Activities & Visitors

K.A.M. Report

This year we have seen some positive results from the Schools Museums Association with K.A.M. (Kingston Association on Museums)

The new owners of the Tourist Trolley have worked with K.A.M. to improve the profile of all Kingston's Museums. Unfortunately we are not included on the new route but will be part of their programme which issues a card to be stamped at each location visited.

K.A.M's consultations with the City of Kingston have resulted with the City agreeing to issue grants over the next three years to help museums with special projects. We will be able to apply for these grants and hopefully receive moneys to assist us in improving our museum.

Queen's Practicum Placement Opportunity

From March 11th - March 28th, the museum experienced a whirlwind of activity. We were fortunate to have Madeline Floris and Amber White, two students in the education program at Queens, do a practicum with us. They created new displays, dug out hidden artifacts, researched grants, covered windows, organized files and generally freshened up the museum. Their youth, energy and enthusiasm for the museum was contagious and brought a fresh perspective to the volunteers. We are fortunate that Amber will be with us this summer and we look forward to the new ideas she will suggest implementing. It is to be hoped that next year Queen's will allocate another pair of equally competent students to the museum.

Visitor Report for July 2012-June 2013

Since the last Annual General Meeting (June, 2012) the museum and volunteer staff have welcomed the following schools/groups for half-day visits:

October 2012 - Ecole Sir John A. Macdonald (grade 2/3)

October 2012 - Ecole Sir John A. Macdonald (grade 3)

November 2012 - J.R. Henderson P. S. (grade 2/3)

November 2012 - Bayridge P. S. (grade 2/3)

December 2012 - Yarker Family School (all grades, 38 students)

April 2013 - Kingston Home Learners (all grade levels)

April 2013 - 1st Fort Henry Sparks (primary students)

May 2013 - St. Patrick's School (primary, special class)

May 2013 - St. Marguerite Bourgeoys S.S.

June 2013 - Amherstview P.S. (grade 3)



Left: Queen's Practicum Placement student, Amber White and Madeline Floris.

Right: J. Kelvin Crossley, our second speaker in the series "From Chalkboards to Smart Boards".



Programming Report

Chalkboards to SMART Boards: History of Education Speaker Series

The F.C.S.M. has initiated a speaker series that will focus on educational issues through the years and follow the progressive education movement into the future. The concept originated this spring when Amber White, a practicum student at Queen's University, with Carol Rogers, a museum volunteer, thought the time was right to invite the public to such an event on a regular basis.

With board approval, the series began on May 17th with Dr. Ted Christou, Assistant Professor of Education at Queen's. His topic was "Who was Duncan McArthur? Ontario's educational history and progressive past." A question period followed. The evening was declared a success!

The second speaker in the series was J. Kelvin Crossley, retired curriculum director for the province of Ontario. On June 3rd, he travelled from Toronto to address the topic "My Grandfather's Slate and My Great Grandson's Tablet."

With our series just underway, we look forward to having more speakers join us. Be sure to check out our website, our Facebook page and local newspapers. Don't miss the next one!

Report of the Collections Committee

Our museum is known to have one of the finest collections of early school material – archival as well as artefacts - in Ontario. We are very proud of the fact that this collection is still growing.

The Collections Committee is preparing a procedures document which, subject to approval of the Board of Directors, will update the process of decision-making with respect to accepting, accessioning and cataloguing these continuing donations.

This Committee will also be examining the collections to be sure that the records are up to date and accurate – a process which will take many hours, but will be very satisfying when complete.

We are currently digitizing the accession records in a way that will eventually allow us to transfer them to a computer program designed specifically for museum collections. Many of our artefacts have been photographed and these images will be included in the records.

We are hoping that we may eventually find temporary off-site space for some of the sorting which will play a large part in this work.

Respectfully submitted,

The Collections Committee

Trudi Bain
Frances Cristoveanu
Cyndy Nute



A recent acquisition: **Chautauqua Art Desk**

Frontenac County Schools Museum
Financial Report 2012

INCOME SUMMARY	Actual	Budget	Proposed
	2,012	2012	2013
INCOME			
Donations Received	25,718.95	20,000.00	20,000.00
Fundraising	830.13		
Investment Income	2,442.88		
Memberships	1,094.03	1,500.00	1,200.00
Programs & Classes	<u>1,267.95</u>	<u>0.00</u>	<u>1,000.00</u>
TOTAL INCOME	31,353.94	21,500.00	22,200.00
EXPENSES			
Conferences	0.00	200.00	200.00
HST/GST (net of PSB)*	-18.68	750.00	1,600.00
Insurance	1,468.80	1,300.00	1,500.00
Newsletter & Misc.	723.78	1,000.00	1,000.00
Rent	5,649.89	5,000.00	6,000.00
Salary (net of CSJ grant)	3,116.66	3,000.00	3,200.00
Supplies & Administration	2,555.88	2,000.00	2,500.00
Telephone & Internet	1,790.27	1,500.00	1,800.00
Utilities	<u>8,769.02</u>	<u>10,000.00</u>	<u>10,000.00</u>
TOTAL EXPENSES	24,055.62	24,750.00	27,800.00
OVERALL TOTAL	7,298.32		-5,600.00

Review of Financial Records 2012

To the Officers and Directors of the Frontenac County Schools Museum:

I have reviewed the financial records of the Frontenac County Schools Museum Association for the year 2012 as maintained by the treasurer, Pat Kirkwood. During this review, nothing has come to my attention that causes me to believe that these financial records are not in accordance with generally accepted accounting principles. In my opinion, these records are an accurate account of the financial transactions of the Association for the year 2012.

Doug Reid

FRONTENAC COUNTY SCHOOLS MUSEUM

Balance Sheet for the year ended December 31, 2012

ASSETS

Bank	\$ 11,799.46
RBC Investments	<u>\$ 38,092.87</u>

LIABILITIES & EQUITY

Accounts Payable	\$ 89.14
General Surplus	<u>\$ 42,504.87</u>
Total L & E	\$ 42,594.01
Net Gain 2012	<u>\$ 7,298.32</u>
	<u>\$ 49,892.33</u> <u>\$ 49,892.33</u>

Prepared by P. Kirkwood
Volunteer Treasurer

THANK YOU TO THE PEOPLE WHO HAVE RUN THE MUSEUM IN 2012-2013

Slate of Officers

Past Presidents- Jim Reynolds, Linda Silver

Presidents- Pat Brown, Sue Mayka

Secretary- Trudi Bain

Treasurer- Pat Kirkwood

Honorary Auditor- Doug Reid

Directors and Volunteers

Trudi Bain - Membership, Collections and Accession, Library

Pat Brown - Grants, Collections, K.A.M.

Charlotte Clark - Music

Frances Cristoveanu - Program, Collections

Sadie Frame - Membership, Library

Alice Hirst - Finance, Membership, Library

Pat Kirkwood - Finance

Sue Mayka - Newsletter, School Teacher

Cynthia Nute - Collections, Accessions

Amie Revell - Grants, Marketing, Publicity, Newsletter

Jim Reynolds - Finance, Program, Grants

Bev. Ritchie - School Teacher

Carol Rogers - Program, Grants

Linda Silver - Program, Marketing, Publicity, School Teacher

Gwyn Whilsmith - Newsletter, Interviewer

Honorary Directors

Fred Bresee

Dawn Broughton

Wendy Thorburn