

Annual General Meeting 2020-2021

Agenda

1. Minutes of Proceedings of the Annual General Meeting of 2020 held on July 24, 2021
2. Review and adoption of the Annual Report of the President and Project Team Leads
3. Adoption of Financial Statements for 2020-2021
4. Appointment of the Auditor for the coming year
5. Presentation of the slate of candidates for Director and election of same for 2021-2022

Herb Anderson
Cheryl Anderson
David Irvine
Peter Davies
Leslie Langille
David Whitney
Brenda Thompson
Susan Caley-Purdy
Darlene Clayton
Margo Tait

Note: Although Lois Jenkins did not re-offer as a member of the Board for 2021-2022, she has agreed to remain accessible to us as an Advisor to the Board.

6. Presentation of Strategic Plan
7. Guest Speaker Brenda Thompson on the Poor Houses of Nova Scotia
8. Adjournment

President's Report 2020-2021

DIRECTORS & OFFICERS

The following directors and officers continued in their position from 2019-2020 and provided continuity for AHS:

Herb Anderson: President
Wilfred Allan: Vice President
Sandy Connell: Secretary
Lois Jenkins
Cheryl Anderson
Suzanne Doucette
Rob Ruggles
David Irvine

COMMITTEES/TASK TEAMS

During the pandemic, it became obvious that the committee structure that had existed for years at AHS and that had served it well were no longer viable for a number of reasons including the many restrictions imposed as a result of the pandemic. With the selection of a new part time Executive Director in August 2021, AHS moved to a nimbler team structure to ensure that essential work got done. As a result, the following task teams were created:

Collections: Lois Jenkins and Cheryl Anderson
Genealogy: Lois Jenkins
Retail: Cheryl Anderson & Lois Jenkins
Governance & Strategic Planning: Wilfred Allan
Cronin Exhibit: Ian Lawrence
Key Control: David Irvine
Property: Herb Anderson, David Irvine & Rob Ruggles
Book of Remembrance: Sandy Connell

PROJECTS

In August 2020, AHS moved to a project management system. As at the end of the year, 90 projects had been identified. Of these, 33 had been completed, 9 abandoned, and 48 were outstanding as at March 31, 2021. The priority projects identified were as follows:

- Project management
- Cronin Exhibit
- Development of a strategic plan
- Grant applications
- Follow-up on grant applications
- Administrative and financial management procedures

GRANTS

The Executive Director applied for a number of grants. This includes:

Canada Summer Jobs 2 curatorial assistants (Brianna Vickery & Alex
Birsal)

Student Summer Skill Incentive (SKILL)
Erik Heubach

Young Canada Works 3 archival assistants (Philip DeNuke, Rebekah
Coates & Reece Ronan))
1 curatorial assistant (Avery Jackson)

Accessibility funding for wheelchair ramp at O'Dell House

MUSEUM OPERATIONS

North Hills Museum opened by appointment only for the summer season.
Sinclair Inn opened for twelve hours a week. The O'Dell House Museum stayed
closed but was open for staff and volunteers through the summer and on Friday
afternoons only for the late fall, winter and early spring months.

STAFF

Executive Director Kalle Boucher left AHS on July 13, 2020. AHS subsequently
hired a part time Executive Director beginning in August of 2020. The rest of the
staff were employed on a seasonal basis. Staff members included:

Kalle Boucher/Amery Boyer, Executive Director, AHS
Ken Maher, Site Manager, Sinclair Inn
Dawn Bourke, Site Supervisor, North Hills
Dawn Sutherland Dort, Interpreter, North Hills

The decision to employ an Executive Director on a part time basis was made to ensure essential
operations continued during the period of the pandemic. The Board made a decision to consider
the following staffing plan for the future. Instead of having one Executive Director responsible
for all operations at AHS, two positions would be considered. One would handle administrative,
management and financial matters on a part time basis throughout the year. The other position
would be a Curator/Archivist position with responsibility for all collections. This position would
have flexible hours in that it would be close to full time during the tourism season and part time
for the balance of the year. At the close of fiscal 2020-2021, only the Executive Director had
been hired.

CAPITAL PROJECTS

The big project this year involved an award for the refurbishing of the North Hills Museum by the Department of Transportation and Infrastructure Renewal at a cost of \$150,000.00. This was part of the Province's Stimulus Program. The work involved interior and significant exterior work on the museum and outbuildings, foundation work, and landscaping.

STATUS OF AHS COLLECTIONS

Thanks to the work of our students in 2020-2021, AHS was able to confirm the number of accessioned artifacts and archival items that existed in the Collective Access and MemoryNS databases as at March 31, 2021:

	3,929 accessioned artifacts
	581 accessioned archival items
Total	4,500 items

This demonstrates the importance of the digitization work completed by AHS volunteers, staff and students over many years to make AHS collections more accessible to all those with an interest in our holdings.