



**BOARD OF DIRECTORS
Meeting Minutes**

Tuesday, July/18/2023 | 3–4:30 pm
Galt Museum, Learning Studio / Zoom

Present: Gerald Heibert, Roberta Stephens, Jesse Sadlowski, Avice DeKolver, Wilma Spear Chief, Adam Whitford, Darrin Martens, Mel Mpofo.

Absent: Devon Smither, Dennis Fitzpatrick, Glenn Coulter, Ginger Arthur Ciesla.

1. Call to Order: At 3 pm by Gerald Heibert.

1.1. Acknowledgement Statement

2. Approval of Agenda

Motion by Avice DeKolver to approve the agenda as circulated, seconded by Wilma Spear Chief. CARRIED

3. Consent Agenda

3.1. No meeting in June 2023. May 2023 minutes to be reviewed at next meeting.

3.2. Previous Business

- The Galt has employed The Hatley Group to audit all digital resources and competencies
- An interim report on the digital strategy for the organization is available
- The team survey results will provide the next steps for training, additional positions and digital content inclusion in our exhibitions, programs and online media
- The full report will be provided to the Board in September 2023

4. Action Agenda

4.1. CEO/Executive Director

Rediscover Discovery Hall (RDH) Project Charter: Darrin received some document from Board members and all others are encouraged to provide their input.

- Next steps are to establish the RDH Capital Campaign committee and its terms of reference to develop plans for fundraising and timelines.

Safety and Security policy: Darrin presented a draft Safety and Security policy for review.

- A very serious incident occurred outdoors on the premises of The Galt recently where a person with a firearm threatened a staff member.
- New risk mitigation strategies put in place include outdoor staff not to work alone until after 9 AM and use of two-way radios for quicker communication

- Darrin drafted updates to the Emergency Response plan and policy in response to the recent security incident
- **The Board made recommendation to add procedures to the draft Safety and Security policy for staff and visitor lockdown on the grounds of The Galt**

Cultural Collections policy: Darrin presented a revision draft Cultural Collections policy for review.

Innii Buffalo Harvest event:

- Discussed the annual event and corrected event date as Saturday July 22 2023

Motion by Roberta Stephens to accept the RDH Project Charter, seconded by Gerald Heibert. CARRIED

Motion by Avice DeKolver to accept the CEO's report, seconded by Gerald Heibert. CARRIED

4.2. Executive Committee

- Devon will know her schedule by the August Board executive meeting, so that additional 2023 meetings may be scheduled

4.3. Advocacy Committee

- No report

4.4. Audit & Budget Committee

- Mel reported that all activity is as expected on the first quarter financial statements
- Second quarter financial statements will be provided to the Board at the August meeting

Motion by Roberta Stevens to approve the first quarter financial statement report as presented, seconded by Gerald Heibert. CARRIED

4.5. Cultural History Collection Committee

- The Acquisitions committee reviewed several objects and four were accepted for inclusion into collections

Motion by Gerald Heibert to approve the four objects as presented into The Galt collections, seconded by Adam Whitford. CARRIED

4.6. Policy Committee

- Heather and Gerald are currently reviewing the draft 2023 Board of Directors reference manual

The drafted Safety and Security, and Cultural Collections policies were tabled to the September Board meeting for full Board review and approval

4.7. Friends of the Galt Museum & Archives

- No report

5. Round Table

- Wilma asked about the Fort hours of operations. Darrin advised that The Fort is open five days a week as per budget, with no loss of visitation compared to last year

6. *In Camera*

None

7. Upcoming meeting: Tuesday August 22/ - Zoom

8. Adjournment

Motion by Roberta Stevens to adjourn the meeting at 4:18 PM.