

Beaumont & District Heritage Society

La société d'histoire de Beaumont

Annual General Meeting

March 15, 2023

MINUTES

- 1. Welcome & Introductions:** President Carole Hudson called the meeting to order at 7:02 PM at Place Beausejour in the Flex Room.

In attendance were Carole Hudson, Bruce Walker, Bill McGregor, Harry Zuzak, Richard Ferguson (in place of Jim Hiley), Gary Sran, Grant Tolley, Keith Wourms, Gizelle Crozier, Joan Goudreau, Jacqueline Goudreau, Terra Pombert, Edward Boyachuk, Raymond Boyachuk, Glen Hudson, Samantha Mockford and Vic Hankey.

- 2. Changes to/Approval of Agenda:** Bruce noted that the date on the Agenda for the previous AGM was to be changed to March 16, 2022. Samantha moved acceptance of the agenda as corrected. Seconded by Grant. CU.
- 3. Minutes of previous Annual General Meeting (March 16, 2022):** Bruce noted that the past minutes required two small changes to dates. Bruce moved acceptance of the corrections and amended the 2022 AGM minutes, seconded by Glen. CU.
- 4. Officer's Reports (re. last fiscal year)**
 - a. President's Report:** Carole reported the progress on the St. Jacques house and highlighted the many updates made to the house and property in the last year. All utilities have been installed and are functioning correctly, many building materials have been purchased, the Telus phone line is in process of being installed (paid for), basement is completed, insulation completed, painting mostly completed, and cleaning is needed for the entire house. Carole noted that funds are still needed to complete the parking lot, boardwalk, and landscaping, and these items are at a standstill until more fundraising is completed. Carole stated that she is personally prepared to help fund the St. Jacques House project completion if necessary, and has requested she be repaid for the funds she contributes if possible.
 - b. Secretary's Report:** No report was given as Barb Willis has stepped down from the Secretary position.
 - c. Treasurer's Report:** Treasurer Ed indicated that Samantha and Bruce would be presenting the financials of the society. Bruce presented as Samantha was unprepared. Bruce noted that the financial statements for 2022 will need to be reviewed and corrected once more before final submission to the Government of Canada for the annual charity return. In reference to the St. Jacques House; all material expenses are being capitalized as it is easier.
 - i. 2022 Financial Statements:** Samantha generated the year-end 2022 reports: Balance Sheet (standard and detailed), Profit and Loss (standard and detailed), and the 2022 Financial Statement. These reports were reviewed by Bruce. Reports and Statement was moved by Harry, seconded by Keith. CU.
 - ii. Auditor' report/comments:** Bill McGregor and Glen Hudson (CPA) completed the Auditor's review of the financial statements for the society and noted that they were very well put together and easy to audit this year.

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- iii. 2023 Budget: (attached) The parking lot, landscaping, and small household equipment are items that the budget outlined as larger capital expenses in the new 2023 Budget. Raymonde moved acceptance of the 2023 budget, Grant seconded. CU.
5. **Membership Fees** – were approved at the 2012 AGM. Cost \$5 per member annually. Lifetime Memberships of \$100 offered starting in 2023. (Approve for the record.) Ed moved acceptance of new Lifetime Memberships, Harry seconded. CU.
6. **Election of Officers and Directors for 2023 – Slate of Nominations for Board of Directors**
 - a. President/Chair – Carole Hudson let her name stand. Richard made 3 calls for nominations from the floor. Hearing none, Harry moved nominations cease. Carole was elected by acclamation.
 - b. Vice President – Grant Tolley let his name stand– Richard made 3 calls for nominations. Hearing none, Harry moved nominations cease. Grant was elected by acclamation.
 - c. Secretary – Barb Willis stepped down from this position and it remains vacant.
 - d. Treasurer – Bruce Walker was elected in place of Edward Boyachuk. Richard made 3 calls for nominations from the floor. Hearing no other nominations, Harry moved nominations cease. Bruce was elected by acclamation.
 - e. Directors (minimum of 5, maximum of 9, people in addition to those on the Executive)
 - i. Christine Ivanc
 - ii. Scott MacIntyre
 - iii. Samantha Mockford
 - iv. Keith Wourms
 - v. Harry Zuzak
 - vi. Keith Colbourne
 - vii. Gary Sran
 - viii. Ed Boyachuk
 - ix. Other nominations from the floor - None

Richard made 3 calls for nominations. Hearing none, Harry moved nominations cease. The eight nominees were elected.
 - f. Signing Authorities – change necessary (approve for the record): As Ed Boyachuk stepped down from the treasurer position, he also noted that he would need to be removed from signing authority permissions. In his place, Vice-President Grant Tolley was given permissions. Harry moved the approval of changes to signing authorities, seconded by Keith. CU.
7. **Committee Reports (re. last fiscal year)**
 - a. Membership (Carole) – Carole spoke briefly on the annual and lifetime membership options available to members. Keith suggested Membership cards for lifetime members, and it was well received by all. Members of the society will not need to pay admission to the St. Jacques House.

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- b. Communications/Media/Website (Carole) – Carole reported that the website is working well and she will happily continue to maintain it for ease of access. Social Media comments have been mostly positive and the community is quite happy with the progress made to the St. Jacques House.
- c. Fundraising, DVD & Calendar sales (Carole) – DVD's and USB's were sold throughout the fiscal year, but no calendars were done in 2022. Available for sale at the St. Jacques' house on opening will be DVD's, prints, bookmarks, christmas trees and any other crafting items we are able to manufacture and sell.
- d. Historical Resources; St. Jacques Heritage House (Carole/Harry) – Harry reported that we have made incredible progress on this project in the last year, although it has progressed much slower than anticipated. Harry noted that additional costs, fine details, and history has been saved in exchange of time. The Telus phone line is slated for installation at the end of April. The parking lot design is completed, as well as grades for the boardwalk walkway and site elevations. Harry noted that the drawings need to be entered on Autocad in order to further progress on landscaping and the parking lot. The boardwalk materials have increased in cost since the initial planning stages and is now estimated at \$8,751.00, up from \$5,000.00.
- e. Historical Resources; Gobeil Heritage Barn Project (Grant/Harry) – Grant reported that drawings and fundraising continue for this project, but no work is currently being done. Grant continues to be in contact with various employees at the City of Beaumont for this project. Grant will be applying for a grant for the design portion of the Gobeil Barn.
- f. Historical Resources; Magnan Heritage House (Grant/Harry) – Harry reported that the Magnan house has had minimal work done since it was originally moved to the BADAS site west of Beaumont. The electrical and mechanical work for the underside of the home has been completed in anticipation of being put onto a foundation. Harry noted that it will be a 6 week wait or longer to confirm a contractor to cut a number of holes in the concrete before the house can be placed on its new foundation. Electricity to be hooked up shortly. The furnace and septic tank will also require work. Exterior restoration is needed. Grant noted that the CFEP grant has been expanded, and the Magnan House may qualify.
- g. Historical Resources; Clearwater Cemetery (Grant) – Grant noted that the maintenance and upkeep of the cemetery has been taken over by the city and they are doing a great job. Grant requested to remove this item from future agenda's and bring it up as required. Keith moved that future agendas be accepted.

8. Unfinished Business and Notices

- a. Collections Management Policy (Carole) - Carole reported that more items will be coming from the St. Jacques Family. Taxable receipts are available for donations we receive.

9. New Business

- a. Selection of reviewers/auditors for the 2023 fiscal year - Bill McGregor and Glen Hudson were asked to be financial reviewers and auditors for the 2023 fiscal year. They accepted and Bruce moved the acceptance, seconded by Keith. CU.

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- b. Appoint Collections Committee members - Members appointed to this committee: Carole Hudson, Grant Tolley, Jacqueline Goudreau.
- c. Appoint Fundraising Committee members - Members appointed to this committee: Samantha Mockford, Gary Sran, Tara Palmer.
- d. \$1,000 Honorarium - Awarded to Samantha Mockford for continued bookkeeping duties. Moved by Bruce, seconded by Harry. CU.
- e. Anticipated 2023 Heritage House Project Completion - This project is slated to be completed before September.
- f. Heritage House Open House – Grant suggested that once the city can provide us with our certificate of occupancy we can proceed to have smaller events at the site with the actual Grand Opening/Open House to coincide with Alberta Heritage Days, which is held on the first Monday in August. We will also need to have our insurance updated at that time. Grant moved that our Open House will take place on Monday, August 5th, 2024. Seconded by Bill. CU.

9. Next Meetings

- a. Monthly Board Meeting (as needed) – Wednesday, April 19, 2024 at 7 p.m. at Place Beausejour in the Flex Room.
- b. 2024 Annual General Meeting – March 20, 2024

10. Adjournment - 9:15 p.m. - Harry moved, seconded by Grant. CU.