CHAIR’S REMARKS
12:30 pm
Annual elections for Board Chair and Vice-Chair, and sub-committee Chair’s are deferred until February meeting

1. ACCEPTANCE OF AGENDA
Addition – Item 6.1 – Building Management Portfolio
That the January Agenda of the Hamilton Historical Board be accepted.
(Hamilton/Crawford) APPROVED

2. DECLARATION OF INTEREST
None

3. APPROVAL OF MINUTES – December 9, 2008 (attached)
Clarification on Item 5.1.8; Hamilton and Scourge CIS completed City & Parks Canada
That the December 9, 2008 minutes of the Hamilton Historical Board be approved.
(Carolyn/Mary) CARRIED

4. OUTSTANDING BUSINESS ITEMS
12:35 pm
4.1. Graffiti and Break-ins – Manager
Presentation from Therese Charbonneau
- Suggestion to mount plaques, public art, etc. out of reach from vandals
  o Consider City’s signage and accessibility policy
5. BUSINESS ITEMS
5.1. Issues Arising from Museum Reports

5.1.1. Battlefield House Museum & Park – Michael Sangermano
- Interpretation Centre considered for inclusion in Park Master Plan
  o Will include focus on Battle of 1812
- Draft for Bi-Centennial Project in the works

5.1.2. Hamilton Children’s Museum – Carolyn McCann
- Attendance 3000 visitors above 2007
  o Increase in visitation can be attributed to change of focus target group
- Museum will be closed for one week to replace flooring
- Continuing to work toward new exhibits

5.1.3. Dundurn National Historic Site – Pat Saunders
- Christmas very successful once again, much attributed to online booking

5.1.4. Fieldcote Memorial Park & Museum – Christine Lei
- Attendance numbers are remaining high and steady
- Arrested in Time exhibit continues to impress

5.1.5. Griffin House – Robin McKee
- Open as artists are utilizing the space

5.1.6. Hamilton Museum of Steam & Technology – Rob Hamilton
- Refer to Capital Works Budget; RFP has been worked out and will be submitted
- Comment on Wesley Urban Ministries; Museum staff will determine if such programming is appropriate re: Museum mandate
- Visitation numbers are up

5.1.7. Whitehern Historic House & Garden – Mary Anderson
- Revenue is up, in large part to Stable rentals
- Attendance is up by 300 from 2007
- Georgina Minnes will be off short-term, will be temporarily replaced in the interim
- Julie Nash continues to work on paintings
- Update: approximately 15 paintings (out of 60) will require conservation

5.1.8. Hamilton & Scourge Project – Walter Peace
- No Update

5.1.9. Conservation – Rob Hamilton
- Birks Clock & Gore Park Fountain are Capital Projects slated for treatment in 2009/2010

5.1.10. Marketing – Graham Crawford
- Graham Crawford formally announces his resignation from the Marketing Committee

5.1.11. Programme Committee – Bill Manson
- No update

That the above reports are received.
(Crawford/Anderson) CARRIED

5.2. Grounds Use Requests
None

5.3. HHB Budget/Work Plan
5.3.1. 2009 Budget (Chair/Manager)
5.4. HHB Sub-Committee Reports  

5.4.1. Communications & Education Sub-committee – Bill Manson  
- Meeting with Space Lemons has taken place, many of the issues have been resolve, all that is left is to update the site  
- Speakers Bureau information has been forwarded to Bill Manson for revision and proper usage on the website  
- Communications Handbook is underway; first draft is complete and has been presented to the Communications & Education Sub-Committee  
- Refer to Communications Flowchart for a breakdown in the communication protocol  
- Bill is no longer the HMHC representative  
  - Motion made to present the HMHC with communication requesting representation on the HHB  
  - Motion by Bill, seconded by Graham, carried  
- Ward Fact Sheets; CD’s have been started – half order of cases delivered to Mike, hard copies have been ordered  
- No further update on Major Events office  
- For Heritage Day; utilize posters to promote and ‘brand’ the event with HHB-identifiable material, cost to be covered by Heritage Day budget  
  - ForWARD thinking multi-media project created by Graham Crawford, is  
  - Example posters presented by Graham Crawford  
  - Motion to create posters for usage at Heritage Day  
  - Motion to create posters for usage at Heritage Day  
  - Motion by McCann, seconded by Sangermano, CARRIED  

5.4.1.1. Editorial Team – Christine Lei  
- Winter edition of Newsletter progressing forward  
- Motion for approval of letter for Call for Articles for historiCITY  
- Motion by Manson, seconded by Anderson, APPROVED  

That the January report of the Communications & Education Sub-committee be received.  
(Manson/Hamilton) CARRIED  

5.4.2. Joint Plaquing Sub-Committee – Bob Williamson  
- Meeting set for January 22 to discuss membership and plaquing policies  
- Three 2008 designated property plaques remain outstanding due to lack of response from property owner  
- Sub-Committee has received 2009 designated property plaque list  
- Progress being made on Red Mill wording  

That the January report of the Joint Plaquing Sub-committee be received.  
(Williamson/McKee) CARRIED  

5.4.3. Heritage Events Sub-Committee – Pat Saunders  
- Heritage Day/Bailey Award moving forward with guest speakers and production schedule in place  
- Clarification was made at January meeting that Bi-Centennial celebrations will take place in 2013  

That the January report of the Heritage Events Sub-committee be received.  
(McKee/Saunders) CARRIED
Tuesday, January 13, 2009

5.5. Other HHB Business

5.5.1. Museum of Hamilton
- Walter to contact David Beelan
- No update

5.6. Other Reports/Projects

5.6.1. Manager’s Report – Ian Kerr-Wilson
- No update

5.6.2. Municipal Heritage Committee Report – TBA
- No report
That the Municipal Heritage Committee liaison report be received.
(Crawford/Hamilton) CARRIED

5.6.3. Gore Master Plan Report – Graham Crawford
- Presentation by urban planning company who was charged with creating GPMP designs
- Group activity involved
- Notes from meeting available online
- Third meeting not yet scheduled
- Happy with the approach Public Works is utilizing in carrying out the
That the Gore Master Plan liaison report be received.
(Crawford/Hamilton) CARRIED

5.6.4. Major Events
- Will include a wide variety of commemorative events spanning more than a decade

5.6.5. Thank yous / Media Coverage
- Thank you received from Learning Unlimited (group of seniors who attend lectures twice weekly) for a series of lectures by Bob Williamson and Robin McKee

5.6.6. Volunteer Opportunities
- Annual Heritage Fair (in spring); if interested in judging events, inform Carolyn McCann in order to submit your name for consideration
- Heritage Day
- Doors Open; Griffin House

5.6.7. Community Heritage Organizations & Activities

6. New Business

6.1. Building Management Portfolio
- Ian will gather more information and will report back at next meeting
7. **Adjournment**
   On motion, the meeting was adjourned at 2:27 p.m.
   *(Williamson/Hamilton)* CARRIED

   Next Meeting: Tuesday, February 10, 2009 – 12:30pm – 2:30pm
   City Centre Suite 305, Culture Division Board Room

Dates to remember: *Note-this list is not intended to replace the Community Happenings list prepared by Robin McKee, it is provided as a reminder of HHB events and upcoming events at the Hamilton Civic Museums.*

### OUTSTANDING BUSINESS
Hamilton Historical Board

<table>
<thead>
<tr>
<th>Issue</th>
<th>Date Action Initiated</th>
<th>Lead Dept/Div</th>
<th>Status</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>A</td>
<td>Board Member to sit on Collections Committee</td>
<td>2008 Work Plan</td>
<td>Board</td>
<td>TBD</td>
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