

BRITISH COLUMBIA HISTORICAL FEDERATION

February 16, 2019

The Union Club, Victoria

Minutes

Present: Barry Gough, Jane Watt, Gary Mitchell, Ron Hyde, Caroline Ross, Ken Welwood
Mark Forsythe, Greg Nesteroff (telephone), Michael Gibbs, Maurice Guibord, Shannon Bettles

Regrets: Michael Gurney

1. The President called the meeting to order at 11:30am
 - Two items were added to the agenda: Maritime Museum of BC (Barry), AGM planning (Gary and Jane)
2. Adoption of minutes of October 27, 2018

***Gary Mitchell MOVES to adopt the minutes of October 27, 2018 board meeting.
Seconded by Caroline Ross. CARRIED.***

3. President's Report (Jane Watt)
 - The President's report was circulated to council members electronically prior to the meeting.
 - Jane expressed her appreciation that council members are working hard to keep the Federation going. In particular, she is excited about seeing re-engagement of Member Societies.
 - Jane discussed the ongoing project matrix, which shows the breadth of activities that the Federation is leading or involved with.
 - Jane noted that the digital version of *BC History* magazine was launched on iTunes and that soon it will be on EBSCO. Digital format will allow the magazine to be distributed to schools and universities.
 - Special theme for next issue of the magazine is "Legal/ Law in BC". Jane is really pleased with the submissions and content received. Lots of diverse perspectives are represented.
 - Jane noted that the Centennial Legacy Fund selection process will happen when the committee meets tomorrow.
 - The sites and trails projects that Mark is overseeing is being rolled into a centennial project
 - A Heritage Summit was held with BCMA and Heritage BC. Mark is doing some member advocacy outreach with more to come at conference
 - Jane cautioned that we need to be mindful of our capacity. Background administration work is functioning well but takes time and effort. She posed the question: How do we sustain this work going forward?

- Jane commented that the non-profit world is changing and continues to change. She pointed to risk management (insurance), event insurance, waivers for participants at conference, emergency plans, etc. as examples. We need to keep up with changes in the field.
 - Jane notes that the Federation gave out \$8800 in prize money last year — this supports and recognizes the historical work our members do.
4. Website Report (Shannon Bettles)
- The Webmaster circulated a report about the website and website statistics from January 2018—January 2019.
 - Shannon points out that the website had almost 40,000 page views, up 33% over previous year. Facebook continues to provide most of the referrals to our website. Shannon, Mark and Andrea contribute to Facebook posts and are seeing a lot of engagement
 - Shannon stated that ongoing updates and backups of the website happen regularly
5. Newsletter Report (Greg Nesteroff)
- The BC Buzz Newsletter Editor circulated his report electronically prior to the meeting.
 - Greg spoke about the statistics showing positive response to the new e-blast format of the newsletter. He can track statistics to show that people are clicking on links to read more content on our website.
 - Greg updates Twitter and is looking to provide content more consistently.
 - Greg explained that there is a hierarchy of content to the newsletter, which is: BCHF News, member news, general news, in memoriam, advertisements.
 - BC Buzz is circulated around the 15th of each month.
6. BC Book Prizes (Maurice Guibord)
- Maurice reports that we have received 24 submissions this year for the prize and that judging is underway and proceeding well.
7. Recognition Awards (Shannon Bettles)
- The Recognition Chair circulated a report electronically prior to the meeting.
 - Shannon notes that the award judging is currently underway. There are 11 judges for the BC Best Article award and 5 for the Best Website Award.
 - Shannon commented that there was one application for the scholarship award. Two academic historians have evaluated the candidate for suitability.
 - Shannon reminded council that nominations are being received until March 1 for recognition awards. Some have already been received.
8. Conference 2019-02-16 (Jane Watt and Maurice Guibord)

- Jane updated council on conference and noted that registration will be opened in early March. Information on conference will be posted on our website at this time also.
 - **ACTION:** Shannon to post website content early March
- Jane circulated a conference schedule to the council. She and Maurice described the content of conference which features a genealogy session, strategic planning session, tours of Cumberland, tour of Comox Air Force Museum, an open house at the Comox Museum, an evening talk at the Air Force Museum. There will be informal lunchtime talks, and community history tours.
- New this year is an “Ideas fair” – a chance for members to gather and share their work, ideas and opportunities. This will be a wine and cheese event.
 - **ACTION:** Communications team will promote Ideas Fair to membership in BC Buzz (Greg), Website (Shannon), Facebook (Shannon, Mark), Twitter (Greg), and via membership communication where appropriate (Caroline).
- Jane is working on budget for conference now – price of registration will be determined once budget is finalized.
- The AGM of the BCHF will be held on Saturday morning, June 8.
- The Awards Gala will be held at the Native Sons of BC Hall on June 8. Guest speaker for the Awards Gala is currently being sought.
- Jane notes that conference will end with a cemetery tour on Sunday.
- Discussion ensued amongst council about what the headline could be coming out of this conference. What stories/issues can we tell, advance, advocate for and promote? Some ideas include:
 - BC Maritime Museum drive to become national
 - Rolling themes into BC 150 in 2021 and BCHF 2022 years
 - Survival of non-profit historical societies in a changing world. Who is going to look after our heritage?
- Caroline is working on Heritage Fair’s involvement with conference. Thinking about getting students involved in the Ideas Fair. Can we find someone to sponsor student attendance at conference?
- Maurice has been in discussion with Lieutenant Governor’s office.
- Caroline asking for a membership portal training session. Jane suggested a table at the Idea’s fair and a session at Friday’s lunch and learn.

9. Nominations Committee (Barry Gough)

- Barry suggested that new council members become members at large for initial year in order to learn more about the work of Council
- Two candidates have been identified Barry will follow up with them

10. BC History Magazine (Jane Watt)

- The Editor’s report was circulated prior to the meeting.

- Jane remarked that the quality of the magazine and submitted content is excellent. More magazine orders have resulted.
- Jane touched up on the school project, which is in progress. Digital platforms are preferred by schools. We are looking for sponsor to help get magazine in schools
- We are interested in selling more advertisements for magazine.
- Can we create a tiered sponsorship program for getting the magazines into schools?
- Caroline asked if we can standardize the magazine launch dates to help align with membership dates
 - i. **ACTION:** Jane will circulate the launch dates for the digital magazine so everyone is on same page
- Council discussed recommended ideas from Andrea regarding the next magazine special issue. Council agreed that it will be the topic of “lost or disappearing communities or histories”
- Council discussed the idea having someone on commission to sell advertisements for magazines

11. BCHF stamps (Gary Mitchell)

- Gary submitted a request to have a BC 150 history stamp made by Canada Post. He reports that it has been received and the application will be looked at for 2021.
- Oct 12, 2022 is the 100th anniversary date for the BC Historical Federation
- Gary suggests that we ask Government House for a tree planting to mark the occasion. If we hold the AGM in Victoria, we could tie in the tree planting then. Council agrees this is a good idea.
- Gary suggests that we ask Government for a proclamation of a BC History day to celebrate BC history and heritage. Council agrees.
 - i. **ACTION:** Gary will circulate timelines to the board

12. Heritage BC Conference (Mark Forsythe)

- Mark has been asked to host a storytelling session at Heritage BC’s 2019 conference. Mark will lead a panel that will focus on web and social media storytelling.
- Caroline asked if we can record the session and put it on our membership portal.
 - i. **ACTION:** Mark will follow up with Paul from Heritage BC to see if the session can be recorded for our members.

13. Membership (Caroline Ross)

- Caroline circulated her Membership report prior to the meeting. She noted that we have had a 11% increase in membership over last year.
- Caroline is working to find out how many members our member societies have to get a better idea of our reach

- Caroline noted that the majority of BCHF members are in the category of Member Societies. We currently have 102 societies that represent 6350 people.
- Caroline is working on developing the Membership Portal, which will allow people to print off their own membership card
- Caroline would like to look into the idea of member discounts at other member's places using membership cards.
- Caroline spoke about selecting a new Honourary Member for this year

Caroline Ross moves to nominate Ronald Greene as an Honourary Member. Seconded by Gary Mitchell. CARRIED.

Caroline Ross moves to nominate Frances Welwood as an Honourary Member. Seconded by Ron Hyde. CARRIED.

- Caroline and Barry have been working together on an idea to create a *Member Honour Roll* program
 - i. Caroline explained that the idea is that Member Societies will make nominations to the honour roll. An Honour Roll Committee would review and select names submitted.
 - ii. Council agreed that starting a membership honour roll is a good idea.
- Caroline spoke about creating a *BCHF Supporter* honorary membership category
 - i. The idea would be to nominate up to three partners annually.
 - ii. Jane suggested that we take the idea to conference for member input

Caroline Ross moves to craft the Honour Roll and Honourary Partner initiatives into an agreement in principal. Seconded by Gary Mitchell. CARRIED.

Gary Mitchell moves to adjust the bylaws (part 2, 2-4) to elect up to three honorary members in any one year with a maximum of 25 per year. Seconded by Caroline Ross. CARRIED.

14. Financial Report (Ken Welwood)

- A financial report was circulated to council prior to the meeting.
- Ken explained the report and answered questions from council.

Michael Gibbs moved that all donations receipted or otherwise are to be allocated to the Centennial Legacy Fund up to \$5000, and we will move matching funds from the unrestricted net assets commencement with the fiscal year ending March 31, 2019. Mark Seconded. CARRIED

Michael Gibbs moved that this year the disbursement for the Centennial Legacy Funds initiatives will be up to \$10,000 as determined by the Centennial Legacy Committee. Seconded by Caroline. CARRIED.

15. Contractors (Jane Watt)

Mark Forsythe moved to approve \$16,200 for total contractor fees for editorial and other services of the BCHF for 2019. Seconded by Michael Gibbs. CARRIED

Gary Mitchell moved that the Federation cover costs to send representatives to attend the 2019 Heritage BC conference. Seconded by Maurice Guibord. CARRIED.

16. BC 150 Sites and Trails (Mark Forsythe)

- Mark explained that he has made a call out to members to nominate sites and trails for the BC 150 Historic Site and Trails project.
- Mark has spoken to Destination BC about collaborating in 2021. He is not clear about whether we'll get funding for project, but notes there is interest
- Mark notes the project will raise BCHF's profile

17. Maritime Museum project (Barry Gough)

- Barry is looking for show of support from the BCHF for the Maritime Museum of BC project. The Maritime Museum would like to become national in nature to become the Canadian Maritime Museum.

Gary Mitchell moved that the BCHF executive issue a strong statement of support for the new vision of the Maritime Museum of BC, recognizing the innovation in the plan and the need for a national presence in British Columbia for the Maritime Museum. Seconded by Greg Nesteroff. CARRIED.

Gary Mitchell moved that the BCHF executive strongly supports and endorses the innovative approach for the Maritime Museum's plan. We believe it is of provincial historical significance and the provincial government should do whatever it can to secure the collection and museum site in order to make it accessible as the museum is in danger of falling away. Seconded by Ron Hyde. CARRIED.

- Council agreed that this topic should be brought up at the AGM for further discussion and endorsement by the Federation's membership.
- **ACTION:** Jane will send letters of support and resolutions from the AGM to Barry.

18. Constitution and bylaw updating (Gary Mitchell)

- Gary explained how we will bring the BCHF's constitution and bylaws into accordance with the new Society Act at next AGM.
 - i. **ACTION:** Gary will circulate the amended constitution and bylaws for the council's proofing prior to the AGM.
- Gary explained that a package will be created for AGM with includes a table of accordance.
 - i. **ACTION:** Shannon will post the package online prior to the AGM for members to access.

19. Adjournment

- The President adjourned the meeting at 3:30 pm