SEVEN OAKS HOUSE MUSEUM
est. 1851
A MANITOBA HERITAGE

RECEIVED
CITY CLERKS
WINNIPEG

4 FEB 20 A9:29

February 18, 2004

Ms. Diane Timmins, Clerk
Lord Selkirk-West Kildonan
Community Committee
Civic Centre
510 Main Street
Winnipeg, Manitoba R3B 1B9

Dear Ms. Timmins:

Re:OPERATING TERMS OF REFERENCE

With reference to item a) under New Business for the September 10, 2003 Board Meeting (copy attached), we request that Community Committee approve an amendment in the referenced document.

In order to provide greater scope and opportunity for seeking volunteer members on the Board, we suggest that the recruitment area be simply described as the territory which comprises the district referred to as Lord Selkirk-West Kildonan.

It is our plan to attend the March 23, 2004 Committee Meeting in support of this request.

Thank you for your consideration.

Yours truly,

J. Fielding

James Fielding, Chairperson.

Enc.

FILE No. PR-9.7 | Volume 4
CLERKS DEPT.

Rupertsland Boulevard East • West Kildonan • Winnipeg, Manitoba • Ph (204) 339-7429 (June - Sept.)
Mailing Address: P.O. Box 25176 • 1650 Main Street • Winnipeg, Manitoba • R2V 4C8

# SEVEN OAKS HOUSE MUSEUM

Board Meeting, Wednesday, September 10, 2003

Meeting commenced at 7:00 pm

Present: Ruth Boyd, James Fielding, Bessie Kostynuick, Sandy Spence, Ed Yaworski

1. Acceptance of July 9, 2003 Meeting minutes. Moved-Ruth, 2nd-Sandy—carried

2. Finance Report- as attached. Motion to accept-Bessie, 2nd-Sandy—carried
   Motion to close Royal account, once City Audit Report is in Board's Possession-Sandy, 2nd-Ruth—carried

3. Budget Review – James. Proposed budget estimate for Seven Oaks House Museum, 2004, from City of Winnipeg Clerk's Office was discussed.

4. Leisure Centre Restoration: Presently in progress. Materials have been purchased and work has begun.

5. Letter of resignation by Nancy Bylo- Motion to accept- Sandy, 2nd-Ruth—carried

6. Review of Track Lighting Proposal – James
   Board members viewed, discussed plans for improvements to Kitchen and Store lighting. Plans to be sent to City Historical Buildings Offices (Lee Caldwell, Planning and Property Development)

7. Review of Porch Deck Replacement Plans – James
   Board members viewed and discussed plans. We are awaiting tenders that have been let by Public Works Dept.

New Business

a) New Member Recruitment: discussed by Board, suggestions made regarding future Members. Delegation to attend Community Committee to present change to Terms of Reference regarding members from catchment area.

b) Times Newspaper Interview – Positive response

c) Letters of thanks have been sent to guides

d) Letter of thanks and donation of $100.00 were sent to Bleak House for use of building for our meetings.

e) Video and Web Site – in progress. (St. John's High School)

f) Discussion regarding the promotion of our Museum's existence . To be discussed further throughout the winter.

g) Three electric heaters to be replaced at approximately $350.00. To come out of general operating expense, by Current Electric, on approval by Public Works.

h) Motion to adjourn, 8:45pm by Sandy Spence

James Fielding, Chairperson

Ed Yaworski, Acting Secretary