

**WELLESLEY TOWNSHIP HERITAGE and HISTORICAL SOCIETY
ANNUAL GENERAL MEETING**

Monday, March 12, 2018

The meeting was called to order at 7:35 p.m.

The following reports were distributed and reviewed:

Secretary – Diane Peters

Chair – Nancy Maitland

Curator – Nancy Maitland

Financial – Nancy Maitland

All reports were approved as received. Copies are appended.

The following officers were elected for 2018:

Chair – Nancy Maitland

Vice-Chair – Dave Holzschuh

Secretary – Diane Peters

Motion to approve the minutes of the meeting of the AGM held March 27th , 2017 (Garry/Ross).
Carried.

The meeting adjourned at 8:50 p.m.

Wellesley Township Heritage and Historical Society

Annual General Meeting – March 12, 2018

Secretary's Report - Diane Peters

The Wellesley Township Heritage and Historical Society met nine times in 2017: January 23rd, February 27th, March 27th, May 1st, June 19th, August 28th, September 25th, October 23rd, and November 20th. The date, time and location of meetings are posted on the website and minutes posted after they are approved.

Items under discussion included revision of the constitution and by-laws, incorporation with the Ontario Historical Society, the Municipal Heritage Register, and the planned Cultural Heritage Landscape Study for Wellesley and Woolwich townships.

An inventory of the collection was undertaken in July, with some materials deaccessioned. Work on converting the database to Inmagic was completed.

Marketing initiatives included participation in the Wilmot Heritage Day in February; mounting displays for the Wellesley Public School 50th anniversary celebrations in April; setting up a display at the Canada 150 celebration at the Township office in late June; sponsoring a young people's history prize at the Wellesley Fall Fair; setting up an information table outside the library during the Apple Butter and Cheese Festival in September; and making a presentation at the seniors' community lunch in St. Clements in October. A new initiative involved sending out quarterly email newsletters to members, beginning in October.

The Historical Room was open the last Saturday of each month (including the Apple Butter and Cheese Festival in September) except December as well as on Heritage Day/Family Day in February. Information has been posted on the Society website, Instagram, and in local newspapers. Website statistics averaged just over 1000 page views/month.

Historical Society funds were transferred to the Township for management by the Township treasurer.

Respectfully submitted,

Diane Peters, Secretary

March 12, 2018

Chair's Report – Nancy Maitland

2017 was a busy year for the WTHHS. I worked with Grace Kosch, Municipal Clerk to update our By-law and Terms of Reference. . Carol Gregory and I attended the Township Council meeting on October 24 to present the new By-law and Terms of Reference, to request the renewal of my contract as curator, and to request operating funds from the Koehler Estate Fund. All were granted. The by-law and Terms of Reference have been added to our website

Heritage

I was on an advisory committee for a Heritage Resources Centre (UW) project to identify Cultural Heritage Landscapes in Wellesley and Woolwich Townships. This study and recommendations will be presented to Council this spring. Work was begun on the township's Heritage Register which will be finalized next year and presented to Council for approval.

Membership

We welcomed 5 new members this year for a total of 13. Two new members are local, and three are outside the township , located in Kitchener, Nova Scotia and Michigan. Membership is free. One of the benefits of membership is receiving a quarterly electronic newsletter. The first newsletter was sent in October. Future newsletters will be sent in January, April, July and October.

Volunteers

Our local members (including the curator) provided a total of 520 hours of volunteer service. While everyone has contributed, of particular note are Diane and Garry Peters who, together, worked 69 hours, and Dave Holzschuh who worked 34 hours for us. Many thanks!

Outreach

We sponsored a history prize at the fair and had one entry. Prize money (\$15) was awarded to Diego Lauricella of Kitchener. His poster was on display in the Historical Room during the Apple Butter and Cheese Festival on September 30th.

Curator's Report – Nancy Maitland

Acquire

We received 21 items or collections of items donated or purchased, including calendars, photographs, postcards, family histories, quilt, woven coverlet, WPS yearbooks and photos.

Arrange, Describe, Preserve

Member volunteers assisted with an inventory of the collection prior to conversion of the Word table database to our new collection management software, Inmagic. During the inventory some items were deemed to fall outside our collection policy and were de-accessioned. This freed up some storage space (5 boxes) in the historical room.

I continued to catalogue new acquisitions. I scanned Board of Health minutes, 1885-1960; Police Village minutes, 1908-1961; and Bamberg school records ca 1859 using the book scanner at KPL. I digitised a 1940s-era scrapbook from the Linwood area, added it to our website. continued work on the heritage register

Make Available

I responded to 30 research requests, mostly related to family history or house/land ownership. I was present in the Historical Room on 11 Saturdays; plus Family Day (February 20) and the day of the Wellesley Public School 50th anniversary celebration (April 22). I provided historical material for displays at the school and created a school-related display in the historical room. Members volunteers assisted with displays at Wilmot Heritage Fair, (February 25) and the Canada 150 celebration at the township office. (June 23) I made a presentation to "Young at Heart Club, St. Clements (October 18).

I added notices of our open days on the township's Community Calendar, posted photos on Instagram where we have about 71 followers.

I kept information current on our website, adding notices of meeting, minutes of meetings and new information as acquired.

Website Statistics

Measurement	Monthly Average 2017
# of sessions	317
# of unique visitors	257
# page views	1015
% of new visitors	80%
% returning visitors	20%

Financial Report – Nancy Maitland

Theresa Bisch, Treasurer for the Township of Wellesley, attended our meeting on March 27, 2017 to discuss the transfer of our funds to the township. Since we are a committee of Council she suggested that the money in our bank accounts and the Heritage GIC should be transferred to the township under her management. This was seen as a great benefit to our group as we would no longer need to appoint a treasurer and would have sound management of our finances.

Theresa has provided year-end reports for 2017 as follows:

Name	Cash	GIC	Total
Historical Society	\$1,354.45		\$1354.45
Heritage Committee	\$8,352.50		\$8,352.50
Koehler Estate Fund	\$45,868.97	\$300,000.00	\$345,868.97
Petty Cash	\$93.21		\$93.21
Total	55,669.13	\$300,000.00	\$355,669.13

We decided not to pursue incorporation with the Ontario Historical Society for funding opportunities and asked Township Council for operating funds from the Koehler Estate Fund. This was granted.

