

Malvern Red & Black Society
Executive Committee
Tuesday, June 11, 2019
7:00 p.m., MCI Archives Room 202A

Present: Sandra Burk (Chair), Adele Ashby, Joyce Heighway, Vandra Masemann, Rod Tennyson

Regrets: David Fuller, Volker Masemann, Dianne Renwick, Bob Watson, Irene Hubel, Lois Maxwell

1. Minutes of May 14, 2019 meeting

Motion: That the Minutes of the May 14th meeting be accepted as amended.

Moved by Vandra Masemann, seconded by J. Heighway.

Carried.

2. Matters arising from the Minutes

- **The Big Book**

Vandra presented for review a draft letter she prepared on behalf of the Principal regarding ownership of the book. Please review and provide comments to Vandra by June 16th at the latest, so that the letter can be finalized and we can proceed with application for Federal grant.

- **1967 Book of Letters Missing Item from Archives Room**

Principal B. Shaw put out a notice to staff but no response has been received to date.

- **Display of Archival Materials**

The Principal agreed to our proposed themed displays of archival materials in the endless loop display case on the ground floor. Vandra and Rod to take the lead on this project. (Also refer to Agenda Item 7 in this regard.)

- **Recruitment of Volunteers to Serve on MRBS Executive**

Sandra posted on Facebook today to see if there are any interested candidates.

- **MRBS Award**

At last meeting, our previous practice of providing two \$100. awards was amended to provide one \$200. award to the student who most exemplifies the Malvern spirit. The Principal and Nicky have been advised of this change. The OMF will also provide one \$200. award. Vandra to follow-up with Nicky regarding the names of the two award recipients.

- **Commencement**

Commencement will be held on Friday, June 28 at Parkview Manor (Don Mills and Eglinton) from 12-2 p.m. Vandra Masemann will attend on behalf of the MRBS and OMF.

Joyce expressed disappointment that this event is not being held at the school and that students are required to pay to attend at this off-site venue. She suggested that next year Commencement be held at the school over two days or nights, with students with surnames beginning with letters A to K attending the first day/night and students with surnames J to Z attending the second day/night. Joyce also said that she would be willing to help defray costs by contributing snacks etc. for the after party. Vandra will relay Joyce's suggestions to the Principal for consideration.

3. Announcements

- **MCI Prom Night**

The Malvern Prom is to be held at the Palais Royale on June 17th at 6:00 p.m.

4. President's Report – Sandra Burk

Sandra had nothing to report.

5. Communications Reports –

- **Vandra Masemann – mail**

Vandra reported receiving one bounce-back from the fall Musings and one letter from someone who donated to the MRBS but has not yet received a tax receipt. Vandra has obtained the missing tax receipt and will mail it with a letter of apology and thanks to the donor. Three other donors have not yet received tax receipts. Vandra to follow-up with Lorie McCauley on this issue.

- **Bob Watson – email**

Bob reported via email that we received no new emails for MRBS, the 1940s or 1960s.

- **Dianne Chadwick – database**

In Dianne's absence, there was no report.

- **David Fuller – website, Facebook - discussion of Members List**

David reported via email that he will try to post previously-provided 2018 minutes to our website as soon as possible. Vandra will renew the malverncollegiate.com domain hosting.

Moved acceptance of Communications reports: A. Ashby, seconded by J. Heighway.

Carried.

6. Treasurer's Report – Bob Watson

- Bob reported via email that there is \$2,766.78 in our bank account. Two cheques have not been cashed, one for archival supplies and one for gardening supplies.

Moved acceptance of the Treasurer's report: A. Ashby, seconded by S. Burk.

Carried.

7. Archives Committee Report – Vandra Masemann

- Vandra reported that she made a Power Point presentation on the archives to the Malvern School Council on June 4th. The parents were very interested. The presentation was broken down into the following:
 1. Chronology of the building from 1906 to present.
 2. Development of the archives (from elevator shaft to Room 202A)
 3. Description of archival collections: documents, photographs, artifacts (e.g. WWI Monument), illustrious Malvernites.
 4. Movement towards digital archives.

Vandra will try to make the Power Point presentation available to the Executive.

- This Power Point presentation will be the first archival display this Fall in the endless loop display case on the ground floor. Rod suggested that some related archival materials/items be placed in the case along with the presentation. All agreed with this suggestion.
- Vandra also reported that she spoke with Sean Mathews, Media Arts teacher, about involving students in developing digital displays of archival materials, including short videos along the lines of Heritage Minutes and that Mr. Mathews is interested in this project.

8. Improving MRBS Communications

Discussion took place at May 14th meeting regarding questionnaire from Rod and Bob and ways in which we could improve our communications, including refurbishing our website. We supported in principle the issues contained in the document and agreed that we need expert help in addressing the proposals and that a search will be made to find someone who could serve as a designer. It was agreed that Sandra will conduct a Facebook search for a Malvernite volunteer with web design experience to lead this initiative.

9. Application for Charitable Tax Status – B. Watson/Volker Masemann

The application is currently in abeyance.

10. Cenotaph Repairs - Vandra Masemann

Vandra has been in touch with Sanderson Monuments to request a quote to repair the damaged letters on the Cenotaph plinth in time for Remembrance Day in November. Thanks to Evan Butchers' fund-raising, the MRBS will likely be able to cover the cost.

11. Other/New Business

Nothing to report.

12. Next Meeting

Tuesday, July 9th, 6:00 p.m. - annual BBQ at Masemann residence.

Please let Vandra know in advance if you will be attending and what side dish, dessert or drinks you will provide.

13. Motion to Adjourn

Moved by A. Ashby. The meeting ended at 8:14 p.m.