

ITEM 7
MANAGER'S REPORT NO. 9
COUNCIL MEETING 89/01/30

RE: RENEWAL OF MANAGEMENT AGREEMENT BETWEEN THE CORPORATION OF THE DISTRICT OF BURNABY AND THE BURNABY VILLAGE MUSEUM ASSOCIATION FOR 1989/1990

ACTING MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT the recommendation of the Director Recreation & Cultural Services be adopted.

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1989 JANUARY 25

TO: MUNICIPAL MANAGER
FROM: DIRECTOR RECREATION & CULTURAL SERVICES
RE: **RENEWAL OF MANAGEMENT AGREEMENT BETWEEN THE CORPORATION OF THE DISTRICT OF BURNABY AND THE BURNABY VILLAGE MUSEUM ASSOCIATION FOR 1989/1990**

PURPOSE: To obtain Council authority to renew the Management Agreement for Burnaby Village Museum with the Burnaby Village Museum Association.

RECOMMENDATION:

1. THAT Council approve the execution of the Museum Management Agreement renewal as outlined in this report.

REPORT

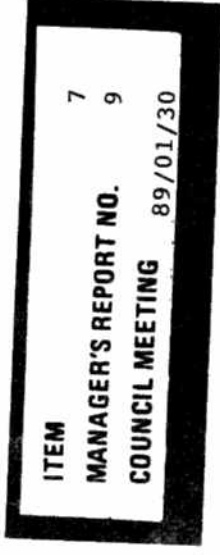
Annually the Corporation and the Association review the agreement which provides the Association with its mandate to manage the Burnaby Village Museum. The agreement runs annually from February 01 until the following January 31.

For the upcoming year, the representatives of the Association and senior municipal staff have agreed to recommend the same management agreement without substantive changes. The minor changes proposed are listed here-under. These changes were approved by the membership of the Association at its November 1988 annual general meeting.

1. Housekeeping Changes:

There are some minor changes to be made connected with the re-numbering of the schedules and the pages for ease of reference and the changing of the name Century Park Museum Association to the new name Burnaby Village Museum Association in the few places where the old name still occurs.

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2.

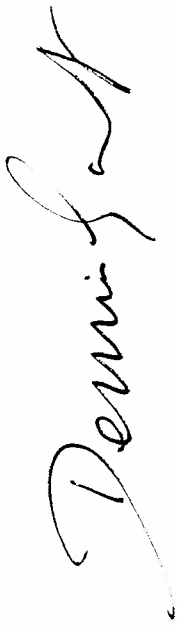
Changes to the Association Constitution & Bylaws:

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The Constitution and Bylaws are attached to and form an integral part of the agreement. The Association therefore requires the approval of Council before changes can be made to its Constitution and Bylaws.

This year the Association has requested approval for several changes. Staff would recommend Council concurrence in the changes shown on the attachment to this report.

A copy of the current agreement will be available in the Aldermen's Office for review by any member of Council.



DENNIS GAUNT
Director Recreation &
Cultural Services

DG:hh
Attach.

C.C.
Municipal Solicitor
Museum Director

1989 January 25

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MANAGER'S REPORT NO. 9
COUNCIL MEETING 89/01/30

RECOMMENDED CHANGES TO THE CONSTITUTION AND BYLAWS OF
THE BURNABY VILLAGE MUSEUM ASSOCIATION

Additions are shown in bold; deletions are shown crossed out.

CONSTITUTION:

2. (a) - To manage, operate, and expand Burnaby Village Museum for the **Corporation of the District of Burnaby.**

BYLAWS:

- I (ii) - The annual membership fees shall be established by the membership ~~in General Meeting by resolution~~ **by resolution at the Annual Meeting.**
- (v) - No member of the Association is eligible for employment at Burnaby Village **Museum, and vice versa** without the approval of the Board of Directors.
- (vii) - Membership shall be classified as follows:
(Item c) - Senior Citizen Membership - any person ~~Sixty-five (65)~~ **sixty (60)** years of age or older.
- II GENERAL MEETINGS OF THE ASSOCIATION
- (1) (i) - The ~~General~~ **Annual** Meeting of the Association shall be held each year in the month of ~~November~~ **January.**
- (ii) - The fiscal year of the Association shall be the calendar year. At the ~~November~~ **Annual** meeting, the annual reports and financial statements of the Association shall be presented.
- (2) - Special Meetings of the Association may be called by the President or in his/~~her~~ absence, by the First Vice President. Special meetings shall be called upon written request of twenty-five (25) members or **one-third (1/3) of the membership whichever is less and who are** in good standing.
- (3) - The President of the **Association** shall preside as Chairman at all meetings. In the absence of the President, the First Vice President shall preside as Chairman, and in the absence of both the President and the First Vice President, the Second Vice President shall preside as Chairman. In the absence of all three, the members shall elect a Chairman to preside over the meeting.
- (4) - With the exception of the Chairman who shall only vote in the event of a tie vote, all members in good standing for a period of thirty (30) days shall have the right to vote at ~~any meeting~~ **all general meetings** of the Association. A member shall be deemed in good standing as of the date his or her application together with the required dues is received by the membership secretary provided such application is approved by the Board of Directors. Approval by the Board will be deemed to be retroactive to the date the application is received by the membership secretary.
- (7) - A quorum at any meeting shall be twenty-five (25) members or **one-third (1/3) of the membership whichever is less.**

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- III (1) - At the November Annual General Meeting the members shall elect from the membership seven (7) members to the Board of Directors.
- (3) - Any member of the Board of Directors who absents himself/herself from two (2) consecutive meetings of the Board without legitimate excuse may, at the discretion of the Board of Directors, be removed from office providing due and proper notice has been given to the member; with the exception of the five Council appointed members. They will be dealt with by Council.
- IV (2) - The President, by virtue of his/her office, shall serve on all committees of the Association.
- VIII (1) - The President, Past President, two Vice Presidents, Secretary and Treasurer of the Association shall constitute the Executive Committee of the Association and shall meet regularly at the call of the President or his delegate. Chairmen of Standing Committees may be invited to attend meetings of the Executive Committee but shall not be voting members of the Executive Committee.
- IX (2) - ~~The Board of Directors shall be composed of seven (7) elected Board members; not more than three (3) representatives of Affiliate Member Groups who shall have the status of elected members; and five (5) appointed members, these appointees being chosen by Burnaby Municipal Council. Among the appointees there will be one representative each from the Municipal Council and the Parks and Recreation Commission, one of whom shall be a member of the Finance or Budget Committee.~~
- The Board of Director shall be composed of seven (7) elected members; not more than three (3) representatives from affiliate member groups; five (5) appointed members who are chosen by Burnaby Municipal Council. All fifteen (15) members shall have the same status on the Board of Directors. Among the appointees, there will be one representative each from the Municipal Council and the Parks and Recreation Commission, one of whom shall be a member of the Finance or Budget committee of B.V.M.A.
- (5) - An elected member of the Board of Directors may resign by giving notice in writing to the Executive Committee indicating the effective date of resignation. Appointees may resign by giving notice in writing to the Municipal Council indicating the effective date of resignation.
- XII (1) - A Nominating Committee of not less than three (3) members of the Association shall be appointed by the Board of Directors, at least sixty (60) days prior to the November meeting the first Board meeting of the year.
- (2) - The Nominating Committee shall place in nomination at the November Annual meeting the names of a number of members, not less than the number of Directors, to be elected at such November General meeting, as candidates for election to the Board and as officers of the Association.
- (3) - Notwithstanding the above procedure, names for the officers and positions on the Board of Directors may be placed in nomination from the floor at the November Annual meeting at which the election takes place.
- XV (2) - Annual reports shall be mailed to all members or made available to all members by making them available at the Administration Office at Burnaby Village Museum.
- Annual report shall be mailed to all members or made available at the Administration Office at Burnaby Village Museum.