Minutes: Craigleith Cultural Heritage & Museum Advisory Committee Meeting

MEETING DATE:	**February 16, 2016**
MEETING TIME:	**1:00 p.m.**
LOCATION:	**Town Hall, IPW&PD Meeting Room**
PREPARED BY:	**Liz Saunders, Community Services Administrative Assistant**

A. Call to Order

Robert Waind called the meeting to order with the following members in attendance; Robert Waind, Olav Vanderzon and Bud McCannell.

Also in attendance was Director of Community Services, Shawn Everitt and Community Services Administrative Assistant, Liz Saunders.

A.1 Approval of Agenda

Moved by: Bud McCannell Seconded by: Olav Vanderzon

THAT the Agenda of February 16, 2016 be approved as circulated, Carried.

A.2 Previous Minutes

Moved by: Olav Vanderzon Seconded by: Bud McCannell

THAT the Committee minutes of November 17, 2015 be adopted as amended, Carried.

B. New and Unfinished Business

B.1 Status of Funding Proposal

Shawn Everitt confirmed that no formal decision has been received from the Craigleith Heritage Committee or the Watershed Trust regarding the funding proposal submitted to Lora Gibson in November 2015.

Craigleith Cultural Heritage and Museum Advisory Committee Members advised Shawn Everitt to move forward with preparing tender documents for the production of the videos. Tender documents will be forwarded to 3 potential bidders with award of the bid being dependent upon confirmation of funding approval.

C. Deputations / Presentations

None

D. Next Meeting Date

Next meeting will be held on Tuesday March 15, 2016 at 1:00pm.

Location of the meeting will be at the Town Office, IPW & PD Meeting Room.

E. Adjournment

Moved by: Olav Vanderzon

THAT this meeting adjourn, Carried.