

MAHONE BAY FOUNDERS SOCIETY

Annual General Meeting 2017-2018

Tuesday, June 12, 2018 at 7:00 p.m.

Mahone Bay Centre

Hennigar Room

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**MAHONE BAY FOUNDERS SOCIETY
2017-2018 Annual General Meeting**

AGENDA

1. Approval of the Agenda
2. Approval of the Minutes of Tuesday June 13, 2017 (as circulated)
3. Business Arising from Minutes
4. Board's Annual Report (Anne Palfreyman)
5. 2017-2018 Financial Review
6. Financial Statement for 2017-18 (Denise Perry)
7. Presentation of 2018-19 Operating Budget (Denise Perry)
8. Manager/Curator Report (Lyne Allain)
9. Committee Reports
 - 9.1. Financial Committee (Denise Perry)
 - 9.2 Communication (Denise Perry, Jen Scott)
 - 9.3 Human Resources (Anne Palfreyman, Denise Perry)
 - 9.4 Buildings and Grounds (Gary Sillker)
 - 9.5 Volunteers (Anne Palfreyman)
 - 9.6 Fundraising (Report of the Board)
 - 9.6.1 Home & Garden
 - 9.8 Exhibits (Lyne Allain)
 - 9.9 Accessions (Lyne Allain)
10. Report of the Nominating Committee (Michael O'Connor)
11. New Business
 1. Approval of By-law
 2. Information Items. Upcoming Events
 - 2.1 Home & Garden Tour 2018
 - 2.2 Summer Fundraising Raffle for a Gourmet Picnic at Capehouse Vineyard
12. Adjournment

MINUTES
Mahone Bay Founders Society's
2016-2017 Annual General Meeting
Tuesday, June 13, 2017 at 7:00 p.m.
Mahone Bay Centre

Set-up: Anne Palfreyman (Chair), Denise Perry (Co-Chair, Treasurer), Lyne Allain (Manager/Curator), Jen Scott (Secretary), Michael O'Connor, Bill DeGrace, Gary Silliker, John Perry

Music (fiddle) & Guest Speaker: Gail Madigan

Regrets: Kody Dagley, Anne Ruel, Annette St. Onge (Auditor)

Anne Palfreyman called the meeting to order with a welcome to the members, a preamble of the evening ahead recommending a 5 minute break to read through the reports before opening floor to questions.

1. Approval of the Agenda

It was moved and seconded (Michael O'Connor, Bill DeGrace) that the agenda is approved. All in favour, Carried.

2. Approval of minutes of last year's AGM of June 14, 2016.

It was moved and seconded (Ray Morin, Denise Perry) that the minutes of last year's AGM of June 2016 are approved as circulated.

3. Business Arising from Minutes (none)

4. Report of the Chair

Anne Palfreyman introduced the board with a summary of the temporary Chair/co-Chair situation following the resignation of Tracey Sayer. Anne thanked Tracey on behalf of the board for her endeavours as Chair. Anne reported an overview of a successful year with a number of fundraising events plus the additional honour of receiving acknowledgement of becoming the 4th highest ranking community museum from the Community Museum Assistance Program (CMAP) Evaluation conducted by the Association of Nova Scotia Museums on behalf of the Government of Nova Scotia. Anne expressed gratitude to Lyne Allain for her extraordinary efforts. Also, a thank you was extended to the many hard working members of the society/volunteers and especially John Perry for all the refurbishments to the building over the winter.

2016-2017 Annual General Meeting MINUTES Continued

5. 2016-17 Financial Review and Appointment of Financial Inspector for 2017-18

It was moved and seconded (Michael O'Connor, Gary Silliker) we approve the appointment of Annette St. Onge as Financial Inspector for 2017-2018.

6. Financial Statement for 2016-17 (Denise Perry)

It was moved (Michael O'Connor) we approve the financial statement as presented. (All in Favour, Carried)

Accounts reported to be in good order by Annette St. Onge.

Denise Perry thanked Ray Morin for keeping the books for 10 years and presented him with a gift and welcomed Kirsty Cousins from In Balance Bookkeeping as our new bookkeeper.

7. Presentation of 2017-18 Operating Budget (Denise Perry)

Our Budget predicts a surplus of \$17.00

8. Manager's Report

Lyne Allain gave a summary of our success at receiving grants to employ summer students as well as the grant for \$1200 from 150 Forward Fund (for Canada's 150th) with which a camera with video capabilities will be purchased to go ahead with our oral history interviews throughout the summer. We already had 480 visitors to the museum in 25 days. Lyne also spoke about our aspirations for the inclusion of the Mi'kmaq heritage to our permanent display and spoke briefly of the archive binders and the ongoing quest to identify buildings and people in our archived photos.

9. Committee Reports

- 9.1 Financial Committee (Denise Perry)
- 9.2 Communication (Denise Perry)
- 9.3 Policies & Procedures (Bill DeGrace)
- 9.4 Human Resources (Anne Palfreyman)
- 9.5 Buildings and Grounds (Gary Silliker)
- 9.6 Volunteers (Anne Palfreyman)
- 9.7 Fundraising (Report of the Board)
- 9.8. Heritage Advisory Committee (Anne Palfreyman)
- 9.9 Exhibits (Lyne Allain)
- 9.10 Accessions (Lyne Allain)

10. Report of the Nominating Committee

It was moved to accept the report and seconded (Tom Ernst, John Perry).

Michael O'Connor moved that Anne Palfreyman be appointed as Chair of The Founders Society. All in favour, carried.

2016-2017 Annual General Meeting MINUTES Continued

Tracey Sayer has resigned as Chair. Denise Perry welcomed the new board member Jen Scott as Secretary. The board members are Michael O'Connor, Denise Perry, Anne Palfreyman, Bill DeGrace, Anne Ruel, Kody Dagley, Gary Silliker, and Jen Scott.

New Business: Request for a new member of the Heritage Advisory Committee:

Carol Nixon who spoke briefly at the meeting about the Heritage Advisory Committee agreed to meet with Anne Palfreyman for clarification.

Adjournment: Bill DeGrace moved to adjourn, seconded Ray Morin at about 8p.m.

Mahone Bay Founders Society

Report of the Board to the AGM June 12, 2018

Submitted by: Anne Palfreyman, Chair of Mahone Bay Founders Society

The Mahone Bay Founders Society's main function is operating the Mahone Bay Museum. The Mission of the museum is this: The Mahone Bay Museum serves and engages residents and visitors through the preservation, interpretation and celebration of our local history and culture. This report is on how the Founders Society achieved this mission during the past year. Each of our committee chairs has provided a year-end report of their activities, which have been available online and tonight copies are available at the door.

The Museum continues to thrive under the capable management of Lyne Allain, Manager and Curator of the museum. We invite everyone to visit and see the new look of the exhibit areas and especially the research room upstairs. Lyne Allain, with a professional approach has identified the areas of collection management and exhibits needing change to meet museum standards and bring service to our residents and visitors. Lyne has achieved many of her goals. This spring, Lyne designed the new shelving for the archival boxes in the Research Room. The shelving was built, installed and the boxes moved and organized in their new home. This will bring a whole new service to our visitors who ask to see items we have in the collection.

We also congratulate Lyne and John Bell, our Archival Consultant, for being awarded the Dr. Phyllis Blakeley Award presented by the Council of Nova Scotia Archives for archival excellence for the work completed last winter on the photo collection. Libraries and Archives Canada funded this project.

We thank Gary Silliker and John Perry for the work they have done inside the museum to refresh the exhibit spaces. This year John painted the museum's Gift Shop room and these improvements continue to improve the quality of the visitor's experience. Gary repaired and repainted the museum's front steps and Jenny Sandison has designed a garden plan for the front of the museum, adding to the attractive and inviting streetscape. Michael O'Connor takes great care of the grounds and building.

The museum looks good, feels good and provides a public space for visitors and residents. Last year we had about 6,700 visitors. There are activities always available for the children so they can have fun in a museum and learn. We acknowledge all the efforts of the summer student staff under Lyne's direction to give our visitors a good experience when they visited.

Lyne has also developed a plan to keep the museum open 5 days a week in September and October. Volunteers are scheduled to host for 3 hours shifts and

visitors have a chance to meet local people. Many of our hosts are very knowledgeable about our history and visitors benefit from the opportunity to talk to someone local. We are also open for Scarecrow and Father Christmas offering children's activities and seasonal exhibits, particularly appreciated by families. A great deal of thanks goes to our volunteer hosts for this work at the museum.

This past year, our fundraising events and campaigns continued to be successful and reached our targets in our budget and we depend on the support of our members, volunteers and supporters who attend events. Last year's Heritage Award Dinner, Our Best To You Food Sale, The Home & Garden Tour and Granny's Attic Yard Sale proved to be popular attractions and were well attended. The museum hosted Gingerbread Decorating and Charlie Brown Christmas at the Mahone Bay Centre during the Father Christmas Festival. We thank Sherry Hobson for her long-standing commitment to this important children's event. We would like to thank Karen Pinsent for leading the Mahone Bay Home & Garden Tour and for organizing the summer raffle - Gourmet Picnic for 4 at Capehouse Vineyard. Also, we thank Anne Ruel for organizing Granny's Attic Yard Sale. These events engage the community by celebrating our local history and culture. At the same time the funding generated by programs and events support the museum and help to keep the museum doors open.

Both the Membership and the Friends of the Museum campaigns brought in well-needed funding and many thanks to Denise Perry, our Treasurer who manages these 2 campaigns, the finances and getting the bills paid so the Society can operate the museum.

Another important and growing fund comes from the donation box at the museum as our visitors show appreciation for the quality of their visit.

The current board members from last year are willing to continue serving this year and we look forward to having some new members to share the responsibilities of operating the museum. We have a good relationship with the Town and we thank our Mayor Dave Devenne for his wonderful energy hosting the Heritage Awards Dinner. We also work with Bayview Community School inviting students to show the Heritage Fair Projects through the summer at the museum. We acknowledge the support of the 4 levels of government, municipal, district, provincial and federal for their support through grants, and sponsorship programs.

As chair, being involved with the work of the museum is very interesting. I sense many people have the interest in history judging from the popularity of the social media posts of the photo collection. We would welcome people who like what they see about the museum to step up, become involved and volunteer for a position on the board, join a committee, and help do the work of the museum. If you are

interested in serving, talk with our current board members for details on how you can become involved.

As the museum evolves and progresses we hope you will renew your membership, be a visitor, a volunteer or a supporter. Thanks to the Society members and volunteers for their dedication and hard work to keep the museum operating.

Anne Palfreyman
On behalf of the Board of the Mahone Bay Founders Society

Financial Records Review

June 1, 2018

As per the Society's request, I have conducted the review of the following financial statements of the Mahone Bay Founders Society, for the fiscal year ending March 31, 2018. My responsibility is to express an opinion on these financial statements based on the review.

The review was conducted in accordance with standard practices. These standards require that the review is planned and performed to obtain reasonable assurance about whether the financial statements are free of material misstatement. The review included examination, on a test basis, of evidence supporting the amounts and disclosures in the financial statements. The review also included an assessment of the accounting principles used, as well as evaluating the overall financial statement presentation.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Mahone Bay Founders Society as at March 31, 2018.

A St-Onge

Annette St-Onge, CMC
121 Edgewater Street
Mahone Bay, NS
B0J 2 E0

MAHONE BAY FOUNDERS SOCIETY
FINANCIAL STATEMENTS
(INCORPORATED UNDER THE SOCIETIES ACT OF NOVA SCOTIA)

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2018

MAHONE BAY, NOVA SCOTIA

MAHONE BAY FOUNDERS SOCIETY
FINANCIAL STATEMENTS
(INCORPORATED UNDER THE SOCIETIES ACT OF NOVA SCOTIA)

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2018

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FINANCIAL STATEMENTS CONTINUED

THE MAHONE BAY FOUNDERS SOCIETY BALANCE SHEET AS AT MARCH 31, 2018 (WITH COMPARATIVE FIGURES FOR 2017)

ASSETS	2018	2017
Current Assets		
Petty Cash Museum Office	\$300	\$0
Petty Cash Retail	\$200	\$0
Cash Clearing Account	\$8,543	\$0
BMO - Main Account	\$8,216	\$19,509
PayPal Account	\$41	\$169
Term Deposits (Note 1)	\$16,916	\$16,716
Receivable Other	\$75	\$0
Receivable HST Rebate	\$657	\$606
Inventory	\$5,004	\$4,717
Accrued Income and Interest	\$2,804	\$102
Prepaid Expenses	\$669	\$203
Endowment Fund	\$1,000	\$1,000
Total Current Assets	\$44,425	\$43,022
Capital Assets		
Computer	\$903	\$903
Accum. Depreciation Computer (Note 2)	-\$839	-\$787
Oil tank	\$1,676	\$1,676
Accum. Depreciation Oil tank (Note 3)	-\$1,058	-\$904
Land and Building	\$105,550	\$105,550
Artifacts	\$13,187	\$13,187
Total Capital Assets	\$119,419	\$119,626
TOTAL ASSETS	\$163,844	\$162,648
LIABILITIES		
Current Liabilities		
CPP Payable	\$0	\$0
EI Payable	\$0	\$0
IncomeTax Payable	\$0	\$0
Accounts Payable (Note 4)	\$158	\$1,220
Deferred Revenue (Note 6)	\$3,718	\$4,571
Total Current Liabilities	\$3,875	\$5,791
Equity		
Appropriation of funds - Building Maintenance	\$10,621	\$8,121
Retained Earnings	\$148,737	\$148,698
Surplus/Deficit	\$611	\$39
Total Equity	\$159,969	\$156,858
TOTAL LIABILITIES & EQUITY	\$163,844	\$162,648
Chair: <u>Anne Paquette-Moor</u>		
Treasurer: <u>Dale</u>		
Date: <u>June 11, 2018</u>		

FINANCIAL STATEMENTS CONTINUED

THE MAHONE BAY FOUNDERS SOCIETY
STATEMENT OF INCOME & EXPENSES for Year End March 31st 2018
 (WITH COMPARATIVE FIGURES FOR 2017)

REVENUE	2018	2017	
Public Donations (general purpose)	\$13,514	\$14,891	
Fund Raising	\$27,023	\$25,638	B
Grant-CMAP	\$17,966	\$17,966	
Grant - Municipal (utilities & taxes)	\$7,833	\$7,688	
Grant - Provincial Employment	\$8,673	\$4,263	
Grant - Federal Employment	\$16,486	\$9,359	
Interest Income	\$162	\$195	
Membership Dues	\$2,220	\$2,370	
Archive Grant	\$18,268	\$13,603	
SDI Grant	\$0	\$0	
Total Income	\$112,145	\$95,973	
 EXPENSES			SCH
Founders Museum	\$76,145	\$60,808	A
Fund Raising Activities	\$9,268	\$8,398	B
Occupancy Costs	\$16,650	\$15,881	C
Administration	\$6,972	\$7,446	D
	\$109,034	\$92,533	
 SURPLUS (DEFICIT)	\$3,111.06	\$3,440.08	
Less appropriated funds - BLDG Maint	\$2,500.00	\$3,400.00	
C/F to Retained Earnings	\$611.06	\$40.08	

FINANCIAL STATEMENTS CONTINUED

THE MAHONE BAY FOUNDERS SOCIETY
SCHEDULE OF REVENUE AND EXPENSES YR End March 31st 2018
 (WITH COMPARATIVE FIGURES FOR 2017)

Founders Museum - Schedule A

	2018	2017
Manager	\$ 35,204	\$ 31,824
Student Assistant	\$ 29,702	\$ 17,909
CPP Expense	\$ 2,318	\$ 2,129
EI Expenses	\$ 1,485	\$ 1,285
Membership Expenses	\$ -	\$ 641
Zwicker Fund Expenses	\$ 180	\$ 1,178
Exhibits	\$ 1,095	\$ 996
Archive Grant Expenses	\$ 6,162	\$ 4,847
SDI Expenses	\$ -	\$ -
Misc	\$ -	\$ -
Total	\$ 76,145	\$ 60,808

Fund Raising Activities - Schedule B

	2018	2018	2017	2017
	Revenue	Expenses	Revenue	Expenses
Our Best To You	\$ 2,001	\$ 125	\$ 2,065	\$ 144
Friends Campaign *	\$ -	\$ 102	\$ -	\$ 164
Membership Drive *	\$ -	\$ 110	\$ -	\$ 182
Grannies Attic	\$ 4,813	\$ 100	\$ 4,527	\$ 100
Childrens Programs	\$ 1,527	\$ 1,517	\$ 710	\$ 766
Home and Garden	\$ 8,263	\$ 1,764	\$ 10,648	\$ 3,646
Raffle Tickets	\$ 555	\$ 64	\$ -	\$ -
Retail	\$ 3,363	\$ 1,564	\$ 1,918	\$ 742
Heritage Dinner	\$ 5,301	\$ 2,717	\$ 5,357	\$ 2,503
Grant - Canada 150	\$ 1,200	\$ 1,204	\$ -	\$ -
Glimpses	\$ -	\$ -	\$ 413	\$ 151
Total	\$ 27,023	\$ 9,268	\$ 25,638	\$ 8,398

* Income is under donations

FINANCIAL STATEMENTS CONTINUED

THE MAHONE BAY FOUNDERS SOCIETY
SCHEDULE OF REVENUE AND EXPENSES YR End March 31st 2018
 (WITH COMPARATIVE FIGURES FOR 2017)

Occupancy Costs - Schedule C

	2018	2017
Insurance	\$ 3,379	\$ 3,313
Repairs and Maintenance	\$ 1,495	\$ 987
Security	\$ 270	\$ 257
Grounds	\$ 355	\$ 405
Property Taxes & Utilities	\$ 7,727	\$ 7,576
Heating Oil	\$ 3,425	\$ 3,342
Total	\$ 16,650	\$ 15,881

Administration - Schedule D

	2018	2017
Professional Fees	\$ 2,499	\$ 2,940
Advertising and Promotion	\$ 448	\$ 617
Office: Bank Charges	\$ 395	\$ 292
Office: Postage	\$ 75	\$ 182
Office: Supplies	\$ 1,637	\$ 1,278
Depreciation Expenses	\$ 207	\$ 288
Honorarium	\$ -	\$ -
Office: Printing	\$ 16	\$ 352
Office:Telephone	\$ 1,694	\$ 1,497
Total	\$ 6,972	\$ 7,446

Notes to the Financial Statements

1. Term Investments

Amount Invested	Maturity Date	Interest		
\$6,306.43	May 19, 2020	0.65% now	0.700% year 2	0.750 year 3
\$1,047.22	August 31, 2020	1.00% now	1.200% year 2	1.300 year 3
\$5,289.75	June 11, 2020	0.65% now	0.700% year 2	0.750 year 3
\$5,272.90	November 8, 2020	0.65% now	0.700% year 2	0.750 year 3
\$17,916.30				

2. Capital Cost Allowance (Depreciation)

Asset	Cost of Acquisitions	CCA 2018	Net book value at 31.3.2018
Asus Computer	\$903.00	\$839.43	\$63.57
Oil tank	\$1,676.25	\$1,058.31	\$617.94

3. Fuel Oil Tank

Total Project Costs:	\$8,546.25
Less Grant	\$6,878.00
Net (Capitalized)	\$1,676.25

4. Schedule of Accounts Payable at 31st March 2018

Name	Total	Current
Bell Aiant	\$ 157.82	\$ 157.82
Total outstanding:	\$ 157.82	\$ 157.82

5. Accrued Income and Interest

Accrued Interest not yet paid	\$ 64.20
Accrued Balance of 201/18 DCHP Grant	\$2,740.00
	\$2,804.20

6. Deferred Income

Linda McConnell - membership/donation	\$ 215.00
Zwicker Donation	\$3,502.56
	\$3,502.56

7. Donated Services

The Mahone Bay Founders Society derives significant benefit from time and services donated by volunteers. These contributions are not recorded in the financial statements

Operating Budget 2018-2019

Mahone Bay Founders Society Budget for year ending 31st March 2019

Revenue:

Donations	2,000
Donations - membership	2,200
Donation box	3,500
Friends Campaign	3,750
Interest income	200
Membership dues	2,200
Retail income	<u>3,200</u>
	17,050
Our best to you	2,000
Grannies Attic	3,750
Raffle	750
H&G - tour	
H&G - corp. sponsors	
H&G - grants & donations	
H&G - guidebook	<u>9,000</u>
Childrens programming (inc. gingerbread)	350
Reproduction fees	-
Hertitage dinner	<u>5,621</u>
	21,471
CMAP grant	17,966
Town of Mahone Bay	7,750
Archive grant	19,118
General grant	
Zwicker Donation(Reaserch & perm. disp	1,129
Provincial grant -students	4,337
Federal grant - students	<u>16,488</u>
	66,787
Total Revenue	<u>105,308</u>

Operating Budget 2018-2019 Continued

Mahone Bay Founders Society
Budget for year ending 31st March 2019

Expenses:

Manager	40,549	
Student wages	27,023	67,572
Dues, fees & membership	600	
Archive grant	5,695	
Canada 150 grant		
Zwicker fund projects		
Exhibition costs	1,000	
		7,295
Retail	1,000	
Our best to you	125	
H&G - marketing		
H&G - printing		
H&G - other	2,000	
Childrens programmms	750	
Volunteers's reception/ AGM	75	
Heritage dinner	2,923	
Granny's Attic	100	
Membership drive	150	
Friends Campaign	150	
Raffle	100	
		7,373
Grounds	750	
Insurance	3,400	
Repairs & maintenance	1,000	
Security	257	
Taxes/utilities	7,750	
Heating oil	3,500	
		16,657
Accounting	2,000	
Depreciation expenses	200	
Bank charges	350	
Printing	200	
Postage	100	
Supplies & office equipment	1,500	
Telephone & internet	1,700	
Advertising & promotion	500	
		6,550
Total expenses		<u>105,447</u>
NET		<u>- 139</u>

Mahone Bay Founders Society

Manager's Report 2017-2018

Submitted by: Lyne Allain, Manager and Curator, on June 6th, 2018

Below are highlights from April 1, 2017 to March 31, 2018.

April 2017

- Received \$500 from a grant from United Way Lunenburg County for our children's programming! Thank you Anne P. for submitting the application.
- Received \$1200 from 150 Forward Fund grant for Canada's 150th to go ahead with our oral history interviews. The money was specifically to purchase a camera with video capabilities.
- Designed Visitors Guide Mahone Bay map ad and South Shore map ad.
- Interviewed potential summer students

May 2017

- Opened Saturday May 20 and had live fiddle music for an hour thanks to Gaile Maddigan to celebrate the new temporary fiddling exhibit.
- Received approval for our 2017-2018 winter archive grant
- Summer students hired (see Human Resources Committee Report for details)
 - Amy Rafuse – Children and Scholastic Programming Officer
 - Ben Phinney – Children and Scholastic Programming Officer
 - Sarah Eisnor – Community and Visitor Engagement Coordinator
 - Bronwyn - Collections Management Coordinator
 - Curtis Raymond - Junior Interpreter
- Gave tour to the Ambassatour tour guides as arranged by the Chamber
- New 2 sided brochures were created for the Ambassatours guides who visited thank to the town's Chamber. The Chamber also printed copies of our self-guided shipbuilding walking tour and gave them to the guides.
- Copies of the walking tour were also delivered to the two Visitor Information Centres in town by John Perry.
- New "Mahone Bay Museum" sign for stair risers was added to the "Open Everyday", "10am to 4pm", "Gift Shop Inside" signs already on fronts stairs

June 2017

- Amy and Ben developed new school programs for two different class trips totaling 50 students. The teachers' feedback was very positive and they were especially happy to hear that we do not charge for their visit. I explained that we receive funding from United Way and MODL for our supplies for the children's programming.

- Had a meeting with Sandra Racine, a Mi'kmaw basket weaver who lives in Blockhouse but is from NB, and Bernie Francis, a Mi'kmaw Linguist from Membertou who was a huge part of developing the written Mi'kmaw language in the 80s. I am attempting to put together a small committee of Mi'kmaw people and non-Mi'kmaw scholars who have been suggested by Mi'kmaw people to continue work on the Mi'kmaw exhibit.
- Bronwyn, our Collections Management Coordinator, worked on accumulating information on the Inglis/Quinlan artifacts
- Hired Caylee MacDonald, a grade 10 student who was previously volunteering with us with the plan to split one of our summer student positions into two. However, upon requesting more information from YCW on splitting positions, I received a call from YCW with an offer from them to use some of their “supplemental funding” to approve our previously rejected third position for Visitor Services Representative position for ten weeks at 35 hours a week.

Beyond giving tours, the students:

- Researched the Percy Inglis/Clara Quinlan collection that is on loan to us from the Nova Scotia Museum (since 1986). Reviewing maker's marks. Taking photos of maker's marks.
- Documented, researched, and partially accessioned the recent Lantz family donation, mostly of kitchen stuff, dolls, and photos.
- Added artifacts to our digital database
- Added UV filters on windows
- Edited and wrote exhibit text for the Rum-Running exhibit, the Oak Island exhibit, Keddy family text for Founding Families exhibit, and the Staffordshire Spaniels exhibit that is part of the exhibit in the Parlour
- Developed ideas for children's programming such as architecture I Spy (as part of the walking tour) and a Lego version of the town to be created by kids and placed in the empty space under the shipyard diorama and planned activities for Canada Day Weekend and Heritage Boat Yard Weekend
- Worked on our visitor statistics
- Researched Rum-Running for exhibit and researched information for new Mi'kmaq exhibit
- Began working on the three churches walking tour and on a French brochure for French visitors with basic information about the settlement of Mahone Bay
- Created a draft of a timeline for Mahone Bay historical moments in the past 150 years

July 2017

- Canada Day Weekend went very well with our children's activities! We had a timeline of Canada's history over the past 150, a large puzzle of the map of Canada, and Canadian themed eye spy. We had 158 visitors on Canada Day Weekend.
- We developed an Architecture walking tour this month and also included an extra piece where families can take the tour as we made it into an eye spy for the kids.
- Participated in the Blockhouse Heritage Weekend on July 22nd with a table of photos and Gaile Maddigan brought the Simeon Joudrey violin.
- Heritage Boat Yard weekend is coming up August 5th and 6th. We are working with the Boat Yard Co-op to create a pamphlet to accompany their signs at the boat yard locations (which will replace our shipbuilding walking tour).
- Last student has started working, Curtis Raymond

August 2017

- Our two Children's Program Officers have planned activities for the upcoming Scarecrow Festival and Father Christmas Festival.
- **Heritage Boat Yard Weekend** earlier this month was a success. One activity in particular was very popular with kids, teens, young adults as well as seniors. That is the nautical keychain. We decided to continue to offer this activity for the rest of the season. We printed off the new shipyard walking tour that we designed to accompany the new signs at the shipyard locations that the Heritage Boat Yard Co-op installed.
- We moved much of the Inglis Quinlan collection into an exhibit case that we are referring to as open storage. We removed the old shelves off one wall in the collection room and are preparing the boards of the new shelves.
- The **Oral History Project** is complete. We have them running on a computer in a display cabinet downstairs at the moment. We are waiting for final approval from all the participant's before we will release them once a week on our social media and then add them to our website as well. Special thanks to those that agreed to be interviewed by Amy:

Sandra Racine	Beverly Eisnor
Tom Ernst	Betty Eisenhauer
Cecil Heisler	Carla Pentz
Jacquie Whynot	Irene Ungar & Anne Mason
Cynthia McCarthy	

- After another review of the stats and a discussion with Anne Palfreyman, Denise, and myself, we have decided to close on Thursdays and Fridays for September until we close for the winter on October 8th due to our visitor stats indicating these days were best in terms of receiving fewer visitors.

September and October 2017

- Attended the Association of Nova Scotia Museums Annual General Meeting and conference/symposium.
- Special thanks to Anne P. for organizing all the volunteer hosts who greeted visitors
- Welcomed Gaile Maddigan into a **new volunteer position** as Administrative Assistant to help keep my administrative hours as low as possible this winter while I work on the archives.

Scarecrow Fest

- Students had helped me plan the activities for Scarecrow Fest before they left and volunteers helped prepare the supplies.
- Scarecrow Festival 2016 brought in 500 visitors and this year we had 645 visitors on the Saturday and Sunday of the Scarecrow Fest.

Total Visitors

- As of our last day of the regular season (Oct 8th), including Scarecrow Festival, we reached 6,170 visitors!
- In comparison, we had
 - Just over 4,000 visitors for the 2016 season
 - 4339 visitors in 2015
 - 3949 visitors in 2014
 - 2680 visitors in 2013
 - 2630 visitors in 2012
- Requests to open by appointment after we closed October 8th
 - We have received a total of 4 calls/emails asking if we are open and one arranged for us to be open by appointment. Thanks to Anne who came in to greet them.
 - Opening by appointment is a good way for us to be potentially eligible for grants that only year-round organizations can apply for.

Big thank you to Gary for working on the Founding Families Cabinet doors!

- After speaking to Joan Russo while she visited last summer, I mentioned that exhibiting her Keddy bible that she gave us would be a lot easier if the

cabinet doors had one piece of glass without edging disrupting the view. She agreed and offered to pay for the renovation. Joan has been updated on the process so far with photos of the doors Gary has finished.

Our Gift Shop's Top 5 best sellers this season:

- Books, which make up 31% of our sales
- Anne Palfreyman's Marmalade item with 23% of our sales
- Anne Palfreyman's postcards with 17% pf our sales
- Christian Herridge's Photo cards with 7% of our sales
- Our Museum and 3 Churches hats with 7% of our sales

Upcoming Father Christmas Festival

We will be open for two weekends for Father Christmas Festival on Saturday and Sunday November 25th and 26th and again on December 2nd and 3rd.

- Created a small exhibit about dolls
- We will also have a small exhibit with winter themed photos and scans from a 1961 Eaton's Catalog of winter related items

Overall Thoughts on 2017 Season

Overall, this season went very well. I feel like a lot of great projects were completed and improvements were made to the exhibits, children's programming, etc. Visitor numbers were up with 6,691 visitors! However, it's really the quality of the visit that matters most. Having free admission means we get lots of visitors who just come in, do not want a tour, and walk through on their own without reading much and leave. However, I think we did see an increase in the number of visitors that asked questions, that wanted a tour, that are interested in learning about the town's history, and that read and interacted with our exhibits. I think this increase is mostly related to the staff members who were downstairs greeting visitors and learning how to educate them in an interesting way. We'll always have these two main categories of visitors, those that come in only because it's free and those that come in because they're interested in learning about the history of the area.

Learning to interact with both of these types of visitors and ensuring they all enjoy their visit is a priority that I discuss and make clear to our summer students.

Having staff at the front desk that are passionate about history is what I think made a big difference in the effectiveness of the tours we did offer and gave that resulted in higher donations from visitors on their way out. Having staff that have the necessary skills working on projects upstairs like the education program and work with the collection resulted in brand new, high quality school programs and amazing progress with our collections. This balance of passionate, social, history lovers giving tours to visitors and qualified, skill oriented staff members behind the scenes worked very well for us and this will be the goal I have when hiring staff in the future.

Switching to Archive Work

We had 38 research requests made on-site in the Museum during 2017, about 10 emailed research request, and about 15 research requests via our Facebook page. We made some great strides with our archival backlog. From November 6th, 2017 until March 31, 2018, I switched to working full-time on the archival work with our part-time Archival Consultant John Bell, that is paid by the grant from Government of Canada and Library and Archives Canada. During this time, the grant restricted me to working only with the archives. Therefore, I tracked any amount of time spent on administrative work separate from the archive grant work. The majority of this extra administrative time was used to work on writing the summer student grants for our 2018 season. To see a full list of the archival collections we accessioned during this archival work, please see the Accessions Report.

As I wrap up this report on the 2017 season, we have been open for 17 days and have had 378 visitors, so our 2018 season is looking good! We have lots of work planned for this summer and have another great team of summer students working with us. If you haven't stopped by lately, please do! We're always interested in hearing feedback from our community. If anyone would like to meet with me to discuss anything in regards to the Museum, I'm happy to do so. Please call the Museum or email us to book a time to sit down and chat!

Mahone Bay Founders Society
Finance Committee Report 2017-2018
Submitted by: Denise Perry

Treasurer and Chair of Finance Committee, on June 3rd, 2018
Additional Committee Members: Anne Palfreyman (Chair of Mahone Bay Founders Society), Mark Belair & Kirsty Cousins (Finance Officer)

Since the last Annual General Meeting of the Mahone Bay Founders Society the Finance Committee has met and discussed via email to review the financials and make recommendations to the Board regarding adjustments to the 2017 -2018 and to set the 2018-2019 budget.

Financial statement for 2017 – 2018 & operating budget for 2018 - 2019

The accounts submitted for the year to 31st March 2018:

The accounts show a surplus for the year of \$3,111.06. The Board voted to move \$2,500 from retained earnings to the appropriated funds account for Building Maintenance now giving just over \$10,600 towards building costs.

We again received a donation from Dennis & Hazel Zwicker. Together with the monies deferred from last year we are continuing to equip the research room and our permanent exhibits. As we used very little, we now have just over \$3,500 in deferred income. However, as you will see in the budget notes, there are plans to use some of this income in 2018/19.

Budget 2018- 2019:

For the year 2018-2019 we have predicted a small deficit of \$139. Once again, we have worked closely on the actual figures for 2017/2018. As we have applied and been successful in obtaining a further Archive grant from the Federal Government for this winter we now have funding to employ our manager/curator during the winter on this project. We were also able to include in the budget 23 days for non DHCP work. One of the Young Canada Works positions awarded this year is for a student to work on a new exhibit. It was therefore agreed by the board to fund the balance of cost of this student's employment with money from the Zwicker fund.

Mahone Bay Founders Society

Communications Committee Report 2017-2018

Submitted by: Denise Perry, Interim Chair of Committee, on May 28th, 2018

Additional Committee Members: Lyne Allain (Manager/Curator), and Jen Scott

With no one taking over, I have remained as interim chair of the Communications Committee. Responsibility for media was taken on jointly by myself & our Manager/Curator Lyne Allain.

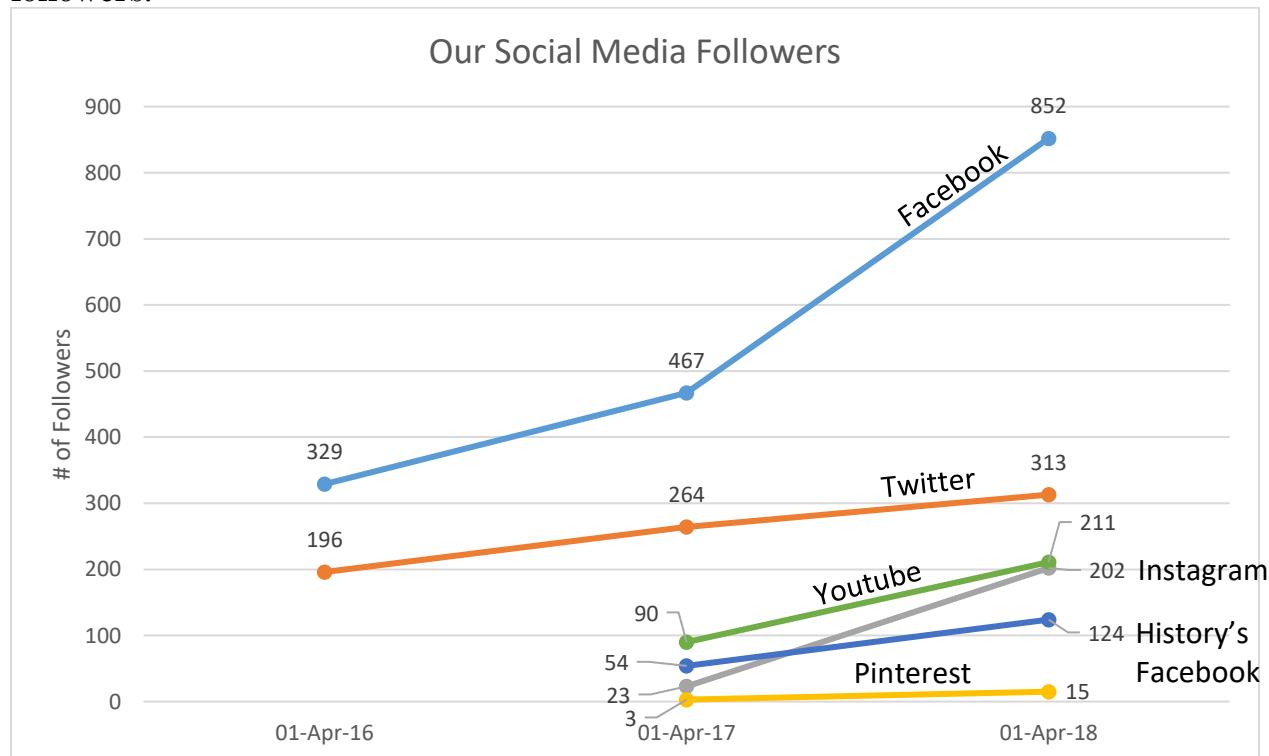
Print & Advertising:

Once again, we advertised in South Shore Guide, Doers & Dreamers & the Mahone Bay map with ads designed in house by our Manager/Curator and we continue to advertise events through posters distributed through town and beyond.

Social Media and Email:

Communication via email and social media is still our main medium for contacting our friends and supporters with email newsletters and notices that are sent out on average every 4-6 weeks. However, we recognize the importance of keeping in touch with our members and friends who wish to receive news via the mail and attempt to send a paper copy of any email notifications we send out.

We have an active Facebook business page, personal Facebook account for our Mascot and Social Media Expert “History the Goldfish”, Instagram, Pinterest, Youtube channel, and Twitter account and are steadily growing our number of followers:



Additional notes on our social media stats:

- Although we only have 15 Pin saves on Pinterest, we have 128 Engagements where people clicked our pin.
- The Pinterest page was created on July 14th, 2016, which the staff mostly use to collect ideas for children's programming.
- The Instagram account was only created on June 16, 2016.
- History the Goldfish's personal Facebook account was created on February 2, 2017 to allow us to share archival photos to Facebook groups interested in history in the area, as business pages cannot join groups.

The stats for Youtube are the number of views our videos have received. Our videos published on Facebook receive significantly more views than those on our Youtube.

Our Manager/Curator looks after the day to day operation of our media outlets. Another member of our board, Jen Scott, has taken on the role of putting together our newsletters and I have taken responsibility for the email notices, mail shots and assisting in updating the website, particularly in the winter months. As it is important that media of events is co-ordinated and overseen by one person to keep a uniform approach this job obviously falls to our head of in-house media History, the goldfish!

Mahone Bay Founders Society

Human Resources Committee Report 2017-2018

Submitted by: Anne Palfreyman on June 1, 2018

Additional Committee Members: Denise Perry and Lyne Allain

Lyne Allain has been employed now for 2 years as Manager/Curator (since 1st March 2016). Lyne was employed on a seasonal contract for the 2017 summer season from April 1st, 2017 to October 31st, 2017. Lyne was re-employed with a new contract on November 1st 2017 and this contract runs through to 31st, October 2018. As we have received funding for more archival work this winter the plan is to extend the contract until 31st October 2019.

Kirsty Cousins was re-contracted as the Financial Officer. Kirsty works, by contract, as an independent consultant and is paid on an hourly basis – currently \$25 per hour and reports directly to the Treasurer.

The Volunteer Committee and Lyne recruited and scheduled volunteer hosts to keep the museum open 5 days a week after Labour Day until October 27, 2017 after the summer students had returned to school.

The Mahone Bay Founders Society was well supported by the Federal and Provincial Governments who provided grants for the following student summer jobs:

NAME OF STUDENT	JOB TITLE	FUNDED BY	%	START	END	WEEKS
Caylee MacDonald	Visitor Services Representative	Young Canada Works	75%	July 10, 2017	September 2, 2017	8
Curtis Raymond	Junior Interpreter	Canada Summer Jobs	100%	July 9, 2017	September 2, 2017	8
Ben Phinney	Children and Scholastic Program Officer	N.S. Skills	73%	May 21, 2017	August 25, 2017	14
Amy Rafuse	Children and Scholastic Program Officer	N.S. Skills	73%	May 21, 2017	August 25, 2017	14
Sarah Eisnor	Community and Visitor Engagement Coordinator	Young Canada Works	75%	May 20, 2017	August 13, 2017	12
Bronwyn Jackson	Collections Management Coordinator	Young Canada Works	75%	May 31, 2017	September 3, 2017	14

Mahone Bay Founders Society

Buildings and Grounds Committee Report 2017-2018

Submitted by: Gary Silliker

Chair of Buildings and Grounds Committee, on June 8th, 2018

Additional Committee Members: Michael O'Connor

1. The building is structurally sound and well maintained.
2. Application for funding to replace the rear stairway was made to the Community Facilities Improvement Program in February 2018. A decision by the province should be forth coming by end June 2018. If approved the work must be completed no later than end of 2018.
3. Minor maintenance was conducted on the entrance stairway, front door, hot water tank, washroom, basement window and office area. John Perry volunteered again this year to paint high priority areas. This year he painted the gift shop room and back entrance inside of the Museum.
4. Michael continues to look after the grounds. He removed the two large bushes in the front on the side of building as was suggested by the Manager/Curator and approved by the Board to place the picnic table in eye sight of people passing by.
5. Areas of concern include:
 - i. Rear stairway
 - ii. Front stairway
 - iii. Windows – many are painted shut and show signs of rot where paint has chipped away

Mahone Bay Founders Society

Volunteer Committee Report 2017-2018

Submitted by: Anne Palfreyman, Chair of Volunteer Committee, on June 4th, 2018

Additional Committee Members: Lyne Allain

The Mahone Bay Founders Society board members serve the Society volunteering time and energy to keep the museum operating, such as Michael O'Connor who volunteers to manage maintenance of the museum building and grounds through regular inspections and mowing the grass, and John Perry and Gary Silliker who paint and repair inside the museum.

Heritage Recognition Awards Dinner: Anne Palfreyman chaired this event held on Saturday April 22, 2017 and worked with a group of 20 board members and volunteers to run the event. As well, Karen Pinsent organized the raffle for the fundraiser.

38th Our Best To You Food Sale was on May 27, 2017: Anne Palfreyman organized the event with 56 donors of food and 19 volunteers to set-up, prep and manage the sale.

Mahone Bay Home & Garden Tour 2017: We recognize and appreciate the efforts of Karen Pinsent to lead this event and Anne Palfreyman who coordinates the volunteers. Thanks to the 81 volunteers who hosted and organized this year's tour. Volunteer hours totaled 1400 hours. A thank-you letter was sent out to all volunteers recognizing all efforts. The Home & Garden Thanking Reception was held on August 3, 2017 at Karen Pinsent's home.

Gourmet Raffle Picnic for 4 at Capehouse Vineyard: Karen Pinsent organized this fundraiser. Karen Pinsent volunteered and provided the meal and Anne Palfreyman and Nikki Ernst volunteered with owners Andre and Jennifer d'Entremont.

Lyne Allain and Anne Palfreyman recruited and scheduled 12 volunteers to act as Fall Hosts (Sept 3 - Oct 7, 2017) at the museum and these volunteers kept the museum open Saturday through Wednesday. Volunteers worked morning and afternoon shifts 10 to 1 and 1 to 4 p.m. On the Scarecrow weekend we doubled up having 2 people on the floor for each shift. Also, Lyne organized a children activity program upstairs and volunteers assisted to run the activities. During both weekends of the Father Christmas Festival, Anne Palfreyman recruited 13 volunteers to host and run the children's activities. Linda Oikle demonstrated print-making upstairs - a delight for all.

Granny's Attic: Organized by Anne Ruel. Anne Palfreyman recruited 25 volunteers to organize the pricing and haul the donations to the yard sale site at the Medical Clinic and haul the tables loaned from the Mahone Bay Centre. Again, this was a

huge effort and we appreciate all the work that was done to raise funds for the museum.

Thank you to volunteers who helped our Manager and Curator with exhibits: Gaile Maddigan, John Taylor, Peter Redden, and Roger Marsters.

Thank you to Michael O'Connor who sits on the Town's Heritage Advisory Committee representing the Mahone Bay Founders Society.

Thank you to all our volunteers!

Mahone Bay Founders Society

Fundraising Committee Report 2017-2018

Submitted by: Denise Perry, Treasurer, on June 4th, 2018

Fundraising Project	Timing	Amount	Leader	No. Volunteers	Notes
Membership	Apr-17	\$2,220	Denise Perry	2	56 Family 50 Individual 8 Corporate
Membership Donations	Apr-17	\$2,160	Denise Perry	2	
Heritage Awards Dinner/Silent Auction	Apr-17	\$5,357	Anne Palfreyman	12	
Our Best To You Food Sale	May-17	\$2,001	Anne Palfreyman	15	38 year tradition 4 Restaurants 4 B&Bs 40 Bakers & Cooks
Home and Garden Tour	Jul-17	\$8,263	Karen Pinsent/ Anne Palfreyman	120	venue sites: 4 homes 3 gardens & 2 boats
Museum Retail	Summer/Fall 2017	\$3,363	Lyne Allain		
Granny's Attic Yard Sale	Oct-17	\$4,813	Anne Ruel	24	
Friends of the Museum	Nov-17	\$4,820	Denise Perry	2	
Father Christmas/ Gingerbread	Dec-17	\$527	Sherry Hobson	30	Gingerbread & Trees
Donations	Year round	\$2,668			
Donation Box - Museum	Summer/Fall season	\$3,687			
Zwicker Foundation Donation	Jul-17	\$1,758			

Mahone Bay Founders Society

Fundraising Sub-Committee: Home & Garden Report 2017-2018

Submitted by: Anne Palfreyman,

Co-Chair of Home & Garden Sub-Committee

Additional Committee Members: Co-Chair Karen Pinsent

Visitors loved the old heritage homes, the variety of gardens and the boats at the wharf. Many commented this tour was one of the best tours ever.

The Mahone Bay Home & Garden Tour July 8-9 2017 was hosted by the Mahone Bay Founders Society in support of the Mahone Bay Museum. The event attracted 200 who toured the event sites. Karen Pinsent co-chaired the sub-committee, Anne Palfreyman assisted with organizing the event.

We appreciate the efforts of all:

Volunteers- 86 including guides, the traffic guys, the sales crew, the Snack Stop hosts, the sign setters and artists.

Property owners: Dave Lasky, Cathy Gregoire, Kristen and Jason Martell, Penny Hustins, Paul and Susan Seltzer, Alan and Jennifer Buchannan and boat owners, Ruth and Dave Nicolson and Indian Point Fire Department.

Sponsors: Lighthouse Now, RPS Composites, Mark Belair of Déjà vu Lab and Test Equipment Inc., Strum Consulting, CKBW, Kinburn Pharmasave, Amos Pewter, Printer's Corner and M.A.D.E. for Mahone Bay.

Advertisers: Atlantick, Suttles & Seawinds, Bailly's Fuels Ltd and Red Door Realty.

Supporters: The Town of Mahone Bay, and the District of Lunenburg through Canada 150 funding and sponsorship.

Mahone Bay Founders Society
Exhibits Committee Report 2017-2018

Submitted by: Lyne Allain, Manager and Curator, on June 6th, 2018

New Additions to the Permanent Exhibits from April 1, 2017 to March 31, 2018:

- Cote Nord story and Rum Running information added to shipbuilding
- Painting of rum runner ship added to shipbuilding (on loan to us)
- Half models of rum runners added on loan to us from the Maritime Museum of the Atlantic (Special thanks to John Taylor, Roger Marsters, and Ben Phinney for installing the half models).
- Re-work and draft of new layout for the Begin family information
- Minor changes to Oak Island exhibit including drawing of Money Pit by staff
- New layout and all new photos added to “A Selection of Our Archive Collection” exhibit upstairs
- New artifacts added to the 3 Churches exhibit: bibles, certificates, and photos
- Brand new Oral History exhibit with videos playing for visitors to watch
- Changed artifacts on display in the Parlour

Temporary Exhibits from April 1, 2017 to March 31, 2018:

- “Fiddling Around Mahone Bay” installed in May 2017 and removed after Father Christmas Festival
 - Simeon Joudrey fiddle made in 1921 on loan from Gaile Maddigan and information on Obed Hamm and others. Special thanks to Gaile Maddigan for her help putting the exhibit together!
- Canada Day exhibit installed for about two weeks to celebrate the 150th anniversary featuring items from Percy Inglis collection, such as plates with Canada’s coat of arms
- Open Storage temporary exhibit featuring Percy Inglis Collection with Museum’s History
- Doll exhibit installed in Parlour room for the Father Christmas Festival featuring various types of dolls, including two on loan from Anne Palfreyman
- Winter themed photos and scans from a 1961 Eaton’s Catalog of winter related items such as sleds, skis, skates, hockey, etc. and a toy exhibit for Father Christmas Festival in Founding Families exhibit case
- Off-site “exhibit” – loan of large antique coffee grinder to “The Barn” with signage indicating it’s from the Mahone Bay Museum
- WWI exhibit was left up for another year due to popularity with a new timeline added for WWI and WWII events
- Heritage Fair project on the Halifax Explosion was displayed for most of the summer due to the 100th anniversary of the explosion

The tradition of featuring exemplary **Heritage Fair** Projects from Bayview School continued during the 2017 season with a handful of students being given the opportunity to showcase their projects at the Museum and interact with staff and visitors.

Mi'kmaq Permanent Exhibit Progress

One of the summer students continued work on our Mi'kmaq exhibit by reading books in our Reference Library and books loaned to us by a local Mi'kmaq woman. The student recorded quotes and facts from these books and listed where the information came from. Work on this exhibit is continuing this 2018 season with the help of Mi'kmaq people, Mi'kmaw history professors, and our Exhibit Researcher and Designer summer student who was hired specifically to work on this exhibit. We're currently conducting an online survey (to Mi'kmaq people only) where we are having them prioritize specific pieces of Mi'kmaq history (pre and post contact) to hear what they want to be included in the exhibit since there is so much we could talk about but our space is limited to two exhibit panels.

Feedback from the Visitors

On an interactive board at the back of the museum where we asked visitors what their favourite exhibit is, we noted that 12 responses involved History the Goldfish and the new fish, called Information and the various kids activities were mentioned 11 times. However, regarding actual exhibits, the WWI was the favourite exhibit for the majority of our visitors with 12 votes. The gap between the WWI exhibit and the others is quite large in terms of votes, as the painted ceiling and Percy's ceramics were the runners up with only 5 votes each and the Zwicker Bible, shipbuilding, and 3 Churches exhibit had 4 votes each.

Mahone Bay Founders Society

Accessions Committee Report 2017-2018

Submitted by: Lyne Allain, Manager and Curator, on June 8th, 2018

Additional Committee Members: Anne Ruel, Kody Dagle, and John Bell (re: archives)

Donated during 2016 and Accessioned during 2017

- Keddy family child's purse
- Keddy Archival photos - accessioned as part of 2017-2018 archival work (see below)

Items Donated between April 1, 2017 - March 31, 2018 (not all have been accessioned yet)

- Scans of Hyson and Hiltz related photos and miscellaneous
- Veinotte and Joudrey photo
- Lantz family photos, doll, quilts, miscellaneous kitchen items
- Dear Old Mahone sheet music
- Ceramic Trivet featuring Mahone Bay
- Rhuland Family tin plate photos
- Fred Mosher letters
- South Shore Record newspapers
- Water jug from the Royal Hotel
- Photos, washer board, school slate board, and more from local house/collector
- Scans of Wentzell photos and house
- Hirtle family receipts
- South Shore Record newspaper
- Eisenhauer family wax doll and doll sleigh
- Scans of Rhuland family photos
- Buttons from Army uniform, possibly Zwicker related
- Scans of Whynot family, Westhaver, and more
- Hirtle family shipbuilding tools
- Scans of Mahone Bay sports teams photos

Accessioned Archives from November 6, 2017 - March 31, 2018 (funded by the Government of Canada and Library and Archives Canada):

- Nathaniel Hebb Collection (MBMS-23)
- Marie Best Collection (MBMS-24)
- Verna (Keddy) Russo Collection (MBMS-25)
- Blockhouse Branch Nova Scotia Womens Institute Collection (MBMS-26)
- Warren H.G. Hirtle Collection (MBMS-27)
- Green Shutters Collection (MBMS-28)
- Marjorie (Burgoyne) Rice Collection (MBMS-29)

- Mahone Bay Soldiers Monument Committee Collection (MBMS-30)
- Kinburn Boot and Shoe Company Collection (MBMS-31)
- Mahone Bay Board of Trade Collection (MBMS-32)
- Kenneth A. Keddy Collection (MBMS-33)
- Ralph Moyle Thomas Collection (MBMS-34)
- Herbert Reginald Hyson Collection (MBMS-35)
- Ruth Agnes Wright Collection (MBMS-36)
- James Adam Eisenhaur Collection (MBMS-37)
- Ernst-Zwicker Family Collection (MBMS-38)
- Eva Margaret (Eisenhauer) Zwicker Collection (MBMS-39)
- Helen C. Hayford Collection (MBMS-40)
- W.M. Kerr Collection (MBMS-41)
- Frank Elam Garber Collection (MBMS-42)
- Alice M. Hagen Collection (MBMS-43)
- Anthony Thickpenny Collection (MBMS-44)
- Ben S. Verburgh Collection (MBMS-45)
- Ernst-Balcom Family Collection (MBMS-46)

Descriptions of these archival collections are available on our website:
www.mahonebaymuseum.com/about-us/collections/archival-collection