

Minutes of the ICH Committee Meeting
4 February 2016, 1 pm
Newman Building, 1 Springdale Street, St. John's

In attendance:

Dale Jarvis (acting chair)
George Chalker
Frank Crews
Jerry Dick
Stephanie Micikyan (minutes)

Regrets:

Joan Cranston, Chair

1. Review of minutes from previous meeting and business arising

The committee reviewed the minutes from the previous meeting. All actions have been completed except for action #6.

2017 ICH Conference: Dale Jarvis discussed putting in a joint application with Sask Heritage, and that Quebec is having 2 ICH conferences in 2016.

Jerry Dick noted that the Federal/Provincial/Territorial Culture Group is going to establish a working group around ICH.

Jerry Dick noted that ideas where funding should come from would help inform board's decision.

Action #1: Dale will attend the public meeting Feb 10th 2016 with Michelle Haire regarding the Canada150 fund.

Action #2: Dale Jarvis will follow up on developing a one-page conference summary with list of possible funders (Canada150 / Federal Provincial Territorial agencies / ACOA / MUN / Harris Centre).

2. ICH Report Oct 2015 to Feb 2016

Dale Jarvis summarized the Feb 2016 ICH Report, outlining the events, workshops, and meetings that happened. Also discussed were on going items including the Youth Heritage Forum on March 19, knitting traditions and craft (nominating Anna Templeton for PHCP), digitization project, ICH at risk, and the Grey Sock Project.

Dale Jarvis discussed his filming of Joshua Young who is a birch broom maker.

Dale Jarvis noted that next year's projects will be determined after the needs assessment and ICH at risk is completed by March 31. He mentioned a project that the City of St. John's wants to partner with HFNL for. The project revolves around community based knowledge and doing

work with neighbourhoods. There is interest in developing neighbourhood workshops and oral history. The details have yet to be determined, but will be a priority for 2016-2017.

Jerry Dick recommended getting in touch with Jo Shawyer and Chris Sharpe who have done research on neighbourhoods in the city.

Dale Jarvis is going to CMA Conference in Halifax in April. CMA will cover the majority of the travel costs, HFNL will cover the remainder.

3. Wanted: Dried Cats and Forgotten Shoes - request from Heritage Trust of Nova Scotia

“A new database has been established to record a pervasive but largely ignored part of our architectural heritage – concealed charms. The walls and attics of our historic houses and public buildings are home to unpaired shoes, dried cats, horse skulls, and marks of protection.... Too often, found items are either dismissed as trash or improperly documented. Creating a database will permit and hopefully spur future study of the cultural meanings and associations connected with this fascinating practice. The database will be Atlantic Canadian in scope and will be made available to anyone wishing to access it.”

Dale Jarvis explained the database and what is being requested:

Jerry Dick inquired if there is anything in HFNL records about similar things found during built heritage restoration. Suggested that the appeal might list the kinds of things that have been found locally.

Dale Jarvis noted examples of bibles stacked in the door frame, stories about witch bottles, figurines of saints for when people sell houses. George Chalker noted coins under window sills, horseshoes; Frank Crews noted pictures behind walls, carpenters leaving something when they build a house.

Action #3: *The ICH Committee approves this request, Dale Jarvis will follow up. It was noted it might make a good CBC promo story for HFNL. Dale Jarvis will send an email confirmation that HFNL supports the goals of the project, and send out an appeal for information to our constituents.*

4. Mandate of the ICH Committee

1. Committee Title

Intangible Cultural Heritage Committee

2. Mandate

The committee’s main purpose is to further the work of the ICH strategy, namely: *“to safeguard and sustain the Intangible Cultural Heritage of Newfoundland and Labrador for present and*

future generations everywhere, as a vital part of the identities of Newfoundlanders and Labradorians, and as a valuable collection of unique knowledge and customs. This is achieved through initiatives that celebrate, record, disseminate, and promote our living heritage and help to build bridges between diverse cultural groups within and outside Newfoundland and Labrador.”

3. Terms of Reference

The Intangible Cultural Heritage Committee will:

- support and advise the ICH work of HFNL;
- provide direction and recommendation to the board on ICH issues
- bring forward subject matter (topics or themes) for consideration and possible attention;
- set priorities for ICH work;
- develop an annual work plan in cooperation with the ICH Officer;
- reports to the board on the activities of the ICH Office
- developing an annual budget in cooperation with the ICH Officer based upon financial requirements, with suggested sources of additional funding; and,
- update terms of reference periodically as needed.

4. Term of Members

Committee members will sit for a two year term, with the possibility of a renewal for one additional term.

5. Committee Make-up

The ICH Committee will consist of a maximum of 7 members: 2 staff (Executive Director and ICH Officer), 2 sitting board members, and 3 outside community members.

6. Authority

The ICH Committee will set priorities for work, and make recommendations to the board on ICH issues. The Committee will present an annual workplan and budget to the board, which will need to be approved by the board.

7. Duties & Responsibilities

The committee will develop its action plan, complete with budget, and present to the board for approval.

8. Organization

The Chair will be a board member, and will report back to the full HFNL board about the work of the Committee.

The Committee will make recommendations to the board about the three outside community members; those members will be appointed by the board.

A Vice-chair will be chosen by the committee, and could be any one of the committee members.

Committee meetings shall be guided by Robert's Rules of Order.

The ICH Committee shall meet a minimum of quarterly, and shall where possible arrange meetings to coincide with HFNL board meetings.

9. Budget

The ICH Committee and ICH Development Officer will develop an annual budget to achieve work plan, make suggestions on sources of funding for projects, and present the budget to be approved by the HFNL board.

Other:

Jerry Dick noted that there needs to be some mechanism for people to leave if they do not attend meetings or are not engaged in committee work. General rules for committees need to be created. This is a good opportunity to create rules for all HFNL committees.

Recommendation to HFNL Board: *It is recommended that the HFNL Board develop policies around recruitment, engagement, and retirement of committee members, for all board committees.*

5. Discussion on possible volunteers (resumes mailed to members)

Dale Jarvis noted that the submitted resumes gives HFNL a pot of volunteers to call upon. Suggested that it would be good to include someone on the committee with experience or knowledge of indigenous culture.

Frank Crews suggested that someone with multicultural knowledge would be good for a non-board committee member.

The committee decided they will select three people for committee volunteers. This will be discussed over teleconference and/or e-mail. This will be the focus of the next committee meeting.

Action #4: *Dale will develop criteria/checklist for selecting volunteers for the ICH Committee, and a plan for how to narrow down the list.*

6. Other Business

The Wooden Boat Museum has requested a financial contribution for their conference in Fall 2016 in Trinity. They would like to bring Dr. David Taylor to participate in the conference. They have asked HFNL to contribute \$3000 and \$2000 worth of Dale Jarvis's time.

Jerry Dick suggested that funding could be allocated from the Fisheries Heritage program, as it is related to traditional skills and fisheries.

The committee will recommend funding the Wooden Boat Museum's conference to the Board.

If the Board approves, the Wooden Boat Museum must write a request.

Frank Crews will make a motion to the HFNL Board.

Suggested wording of motion: *That the request from the Wooden Boat Museum for support for its 2016 Wood Boat Conference in Trinity, in the form of \$3000 and \$2000 worth of Dale Jarvis's time, be approved.*

7. Set date for next meeting

All committee members agreed upon a tentative meeting around the board meeting later in April.

Meeting adjourned at 2:30pm

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Summary of action items

Action #1: *Dale will attend the public meeting Feb 10th 2016 with Michelle Haire - regarding the Canada150 fund.*

Action #2: *Dale Jarvis will follow up on developing a one-page 2017 conference summary with list of possible funders (Canada150 / Federal Provincial Territorial agencies / ACOA / MUN / Harris Centre).*

Action #3: *The ICH Committee approves this request, Dale Jarvis will follow up. It was noted it might make a good CBC promo story for HFNL. Dale Jarvis will send an email confirmation that HFNL supports the goals of the project, and send out an appeal for information to our constituents.*

Action #4: *Dale will develop criteria/checklist for selecting volunteers for the ICH Committee, and a plan for how to narrow down the list.*

Also:

Recommendation to HFNL Board: *It is recommended that the HFNL Board develop policies around recruitment, engagement, and retirement of committee members, for all board committees.*

Suggested wording of motion: *That the request from the Wooden Boat Museum for support for its 2016 Wood Boat Conference in Trinity, in the form of \$3000 cash, and \$2000 worth of Dale Jarvis's time, be approved.*