

Bridgewater Museum Commission

Annual Report

2012



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MISSION STATEMENT

The Bridgewater Museum Commission was incorporated by an Act of the General Assembly of Nova Scotia (38 Elizabeth II, 1989, c59) ‘to take charge of, equip, manage and operate one or more museums within the Town, including the museum now known as the DesBrisay Museum.

Its mission is to enrich our community by providing meaningful experiences that build understanding, knowledge and pride in our past and present way of life to help us meet future challenges.

MANDATE

To preserve and interpret the natural, cultural and archival heritage of Bridgewater and Lunenburg County as a unified and coordinated experience, including the County’s industrial heritage not only within the Museum but also on such sites outside the Museum for which the Commission has accepted responsibility.

To bring before the people of Lunenburg County examples of the accomplishments and discoveries of the outside cultures and communities, and to manifest the County’s natural and cultural heritage to those outside the County.

To acquire, preserve and provide access to the library and archival resources that document the history of Bridgewater and Lunenburg County.

To work in cooperation with other heritage and cultural institutions.

MEMBERS

Brian Tennyson, Chair

Jean Fraser McHarg, Vice Chair

Stuart Davison

Joan Fillmore

Peter Oickle

James Reid, Friends Representative

Greg Ritcey, Council Representative

Michael Graves,¹ Council Representative

Ken Smith, ex officio

Carol Pickings-Anthony, ex officio

Barbara Thompson, ex officio

STANDING COMMITTEES

Accessions

Susan Beazley

Betty Dolliver

Joan Fillmore (chair)

Linda Bedford (staff)

Barb Thompson (staff)

Exhibits

Jean Fraser McHarg (chair)

Linda Bedford (staff)

Doug George (staff)

Kendra Power (staff)

Barb Thompson (staff)

¹ From 5 November 2012.

STAFF

DESBRISAY MUSEUM

Barbara Thompson, Director

Linda Bedford, Curator

Kendra Power, Program Officer

Doug George, Maintenance Technician

Breanna Laffin, Relief Receptionist

SUMMER STUDENTS

Emily Jeffers

Paige Pedersen

Allison Rand

WILE CARDING MILL

Barbara Thompson (Site Manager)

Betty Jo Mosher, Interpreter

Florence Selig, Interpreter

Linda Uhlman, Interpreter

INTRODUCTION

I am pleased to present the 2012 annual report of the Bridgewater Museum Commission.

We have accomplished much in recent years and both the DesBrisay Museum and the Wile Carding Mill Museum have made very significant progress. I certainly do not claim the credit for this because it reflects the keen interest and diligence of the commissioners as well as the intelligence, imagination and dedication of the staff, but I am proud to have been part of the process.

This has been another busy year for both the Commission and the DesBrisay Museum. Commissioners; indeed, every year has been busy, but that is a good thing and the public response has been gratifying.

Highlights of 2012 have been the Museum's acceptance into membership in the Nova Scotia Council of Archives, the major clearing out of unwanted material, especially books, that have long been claiming needed space, development of a revised Museum Endowment Fund document and a policy on naming rooms in the Museum, and closer working relationship with the Town's Heritage Advisory Committee.

Once again, it is a pleasure to acknowledge the outstanding work being done by the Museum staff under the dynamic leadership of Barbara Thompson. I don't think that the DesBrisay Museum has ever been as effectively managed and been so active in building its programs and reaching out to the community as it is at the present time.

The Commission was delighted also to congratulate the Director on the publication, in collaboration with Laurie Glenn Norris, of their book, *Haunted Girl: Esther Cox & the Great Amherst Mystery* (Halifax: Nimbus, 2012).

The Commission wishes to acknowledge the contribution that Greg Ritcey made to the Commission while representing Town Council. His good nature, enthusiasm and genuine interest were much appreciated. We were pleased also to welcome Michael Graves as Town Council's new representative following the October elections.

We are very appreciative of the support provided by Town Council, as well as the cooperation of town staff, especially Ken Smith, chief administrative officer, Carol Pickings-Anthony, director of Parks, Recreation and Culture, and Dawn Keizer, director of finance.

As I have pointed out before, the DesBrisay is one of the best local museums in Nova Scotia and the people of Bridgewater are fortunate indeed to have it. Its contribution to the preservation and celebration of our history and heritage is a priceless component of Bridgewater's larger cultural and recreational programming, and is being achieved at a remarkably nominal cost, amounting to only 0.8% of the annual budget.

This will be my last report as I am retiring at the 2012 annual general meeting, having served on the Commission for nine years, five of them as chairman. It has been a tremendous privilege to have been given this opportunity and I am happy to be able to say that it has been great fun as well.

Brian Tennyson

Chairman
20 January 2013

OFFICERS AND MEMBERSHIP

Peter Oickle and Stuart Davison joined the Commission in the spring. Peter Oickle is a retired teacher and school principal with a keen interest in and knowledge of local history. Stuart is a retired lawyer and, of course, a member of the family whose lumber mills were the mainstay of Bridgewater's economy for many years. He also has been active in local historical circles for several years.

Joan Fillmore and Jean Fraser McHarg were both re-appointed to the Commission for second terms, also in the spring, and Brian Tennyson was re-appointed for one year, ending in March 2013.

Brian Tennyson was also appointed to the Town's Heritage Advisory Committee, thus strengthening the relationship between the Museum and the Committee. Peter Oickle serves as the Commission's representative on the Committee, of which he is vice chair.

In accordance with the Commission's bylaws, Brian Tennyson will be retiring from the chairmanship of the Commission in January 2013 and from the Commission in March 2013.

STRATEGIC PLAN

One of the recommendations of the Museum's strategic plan, completed in late 2007, was that assisting the citizens of Bridgewater to carry out research on local history, genealogy and built heritage should be given greater priority. Significant progress was made in this regard during 2012.

The Museum was accepted into full membership in the Council of Nova Scotia Archives after making the necessary renovations to the archival storage space and amending its practices to meet Council guidelines.

We continue to make good progress in building up our microfilm collection of back issues of the *Bridgewater Bulletin*. This year we purchased seven more microfilms, so we now have 32 of them covering the period from the newspaper's founding to June 1943.

I am especially pleased to be able to report that these microfilms are being acquired at no cost to the Museum because the necessary funds are being donated by citizens of the town and others with historic ties to it.

It is our hope that we will complete our collection of the *Bulletin* within the next year or two and even begin adding some other valuable research material.

This collection and the microfilm reader which was acquired last year have profoundly enhanced our ability to support public research on local history. We are, in fact, already seeing growing numbers of people coming to the Museum for purposes of research. Last year the curator dealt with 116 research inquiries, an increase from last year's 96.

ACCESSIONS COMMITTEE

The members of the Accessions Committee in 2012 were Susan Beazley, Betty Dolliver, Joan Fillmore (chair²), Linda Bedford (Curator) and Barb Thompson (Museum Director).

The Committee met twice during 2012, on 8 May and 18 September and

- Reviewed 28 new collections for donation to the Museum Collection, comprising 184 items, including 20 photographs, 58 books, 92 documents and 14 artifacts.
- Received Council of Nova Scotia Archives institutional status for the Museum.
- Approved the deaccession of 32 non-Bridgewater newspapers to other institutions.
- Reviewed the staff report on 431 non-accessioned books and made recommendations for deaccession and/or transfer to other institutions.
- Reviewed the staff report on 12 reference materials for deaccession and/or transfer to the Museum's Reference Library.

² Appointed chairperson by the Accessions Committee on 18 September 2012.

- Reviewed the staff's recommendations on possible sites and options for relocation of the Davison mill's Dynamo generator.
- Approved a Collections' Weaknesses Priority Report working document.

EXHIBITS COMMITTEE

The Exhibits Committee, made up of Jean Fraser McHarg, Linda Bedford, Doug George, Kendra Power and Barb Thompson, had another busy year. It plans well ahead and displays great enthusiasm and ambition, which is especially agreeable since the staff serve on it and play a key role in planning their major work for the coming year.

There was an excellent variety of exhibits in the community gallery this year, ranging from artwork by local students to a treatment of prohibition and rum-running to the enchanted forest at Christmas.

The Commission and the citizens of Bridgewater are fortunate indeed to have such an enthusiastic committee and supportive staff. Details of the exhibits presented this year are provided below in the Museum Director's report.

MUSEUM ENDOWMENT FUND

The Museum Endowment Fund has taken up a good deal of the Commission's time this year. The Fund's guidelines required significant revisions, which were made in 2011 and approved by Town Council early in 2012. The major change was to lower the threshold at which funds could be drawn from the Fund from \$250,000 to \$100,000.

At the same time, a policy on naming areas in the Museum was approved by the Commission and by Town Council. This applies to the permanent gallery, the community gallery, the research room, the visible storage gallery and the multi-purpose room. The goal is to invite individuals, families or companies to donate \$25,000 to the Museum Endowment Fund, in return for which one of the above-named spaces will be named in their honour. Details of the policy are provided in Appendix B.

Having obtained Town Council approval of these documents, the Commission hoped to be able to hire someone to do the preparatory work for the fund-raising campaign. Funding was identified but, to our great disappointment, we have thus far been unable to find a candidate who met the necessary qualifications and was interested in the position. We shall, nevertheless, press on.

TRAVEL

The Commission chair attended the meeting of the South West Curators Group at Ross Farm in April.

Again this year members of the Commission, accompanied by the Museum director, spent a day visiting museums in another part of the province. We believe that this is an important annual activity, as it gives commissioners and the Museum director an opportunity not only to see how other local museums are operating but to meet with their directors and often members of their governing boards to exchange experiences and ideas. The tour also helps to build relationships among local museums in our part of the province at very little cost, which we believe will prove over time to be helpful.

This year commissioners spent a very interesting day in the Halifax area, visiting Evergreen House, an historic property in Dartmouth that was for many years the home of Helen Creighton, the Quaker House museum in Dartmouth, Fultz House Museum in Lower Sackville and Scott Manor in Bedford. These museums are all operated by local community groups and Commissioners were properly impressed by what can be achieved with leadership, enthusiasm and imagination.

WILE CARDING MILL MUSEUM

The Town, through the Commission, manages the Wile Carding Mill Museum on behalf of the Nova Scotia Museum.

Bridgewater is the only municipal government that manages a regional historic site on behalf of the department and the Town is committed to continue doing so because the Wile Carding Mill Museum is a very important heritage

building and tourist attraction, as long as this can reasonably be done at little or no cost to the citizens of Bridgewater.

The Wile Carding Mill Museum enjoyed its best year in a long time, thanks to the enthusiasm of the staff, who are now actively engaged in planning and carrying out programs. Attendance was up significantly this year despite a general decline in museum attendance in the region.

FINANCIAL REPORT

The total budget for the DesBrisay Museum this year amounted to \$251,068, of which \$153,817 was provided by the Town, an increase from last year's \$149,389. This level of support from the Town, which constitutes 0.8% of its overall operating budget, is greatly appreciated and essential to our work.

At the same time, however, we are proud of the fact that we generated \$97,251 in additional revenues, made up of an operating grant from the provincial government, a variety of other small grants and a management fee for operating the Wile Carding Mill Museum. As well, the Commission is especially grateful to the Museum staff for its on-going fundraising activities, which raised \$11,528 from program activities, raffles, gift shop sales and donations.

The CMAP program appears to be going through a transitional phase, and we don't know what the end result will be. Information being received from both the government and the Association of Nova Scotia Museums is vague and thin. Needless to say, we are hopeful that the level of funding will not be reduced in future and, similarly, we trust that Town Council will continue to recognize, that at 0.8% of Bridgewater's operating budget, the citizens are getting outstanding value for their investment in the town's only cultural institution.

As always, I want to assure Town Council and the citizens of Bridgewater that the Commission and Museum staff are extremely vigilant in controlling expenditures and seeking ways to supplement our revenues.

MUSEUM DIRECTOR'S REPORT

INTRODUCTION

I am pleased to present this report of accomplishments and initiatives in 2012. DesBrisay Museum is this community's heritage and cultural centre. It is responsible for Bridgewater's two major tourism attractions and offers a number of cultural and learning opportunities for its citizens. The museum is open year round, six days a week in the summer and five half days a week in the winter.

I want to take this opportunity to thank the Bridgewater Museum Commission for its support and the volunteer time that it contributes to help ensure a vibrant and enduring museum for the community. In particular I wish to thank Dr. Brian Tennyson who so capably chaired the Commission over the last number of years and is approaching his retirement. Staff appreciate his support and wisdom during our many challenges and initiatives.

Barb Thompson

Director

EVENTS/PROGRAMS

Our Program Officer, Kendra Power, has done an exemplary job of providing programs and events, supervising visitor services and managing communications and the DesBrisay Museum gift shop.

This year the Program Officer organized a number of speakers and local book launches promoting local history and providing the community with cultural opportunities. They included:

- 26 January Author Talk, Patrick Hirtle
- 9 February Author Talk, Damien Lidgard, “Sable Island Photos”



Christopher Georges completes his sculpture during “Dabbling in Art” program

- 26 February Peter Oickle, Brookside Cemetery Talk
- 25 March Author Talk, Blair Beed, “Halifax and the Titanic”
- 1 April Author Talk, John Boileau, “Castine Exhibition” and the War of 1812
 -
- 6 May Author Talk, Peter Barss, “Portraits of Lunenburg” Book launch
- 14 October Stephen Ernst, a presentation on 20th Century Photography
- 27 October “Get Into The Spirit” afternoon with author and medium Karen Forrest talking about Angels, ghost-busters “Lightworkers Paranormal” presentation and Barb Thompson and Laurie Glenn Norris, authors of “Haunted Girl”

- 4 November Author Talk with Joan Dawson, “Nova Scotia’s Historic Rivers” Book Launch.

The Program Officer also arranged a number of learning opportunities and skill development sessions for young and old alike throughout the year. In particular this year, we attempted to provide an opportunity for creative expression for children in the community.



Instructor during Genealogy Program

Workshops included

- 31 March Paper Mache Art Class
- 5 April Kids Art Fair Opening
- 7 April Paper Mache Art
- 14 April Paper Mache Art
- 9 May Basket workshop for adults
- 15 September Genealogy Workshop for adults

Each year the Program Officer leads the organization in creating a number of special events to celebrate important milestones, to provide newcomers with an opportunity to experience local culture, and to raise funds. Special events this year included:

- 21 April Queen’s Jubilee Show and Birthday Party
- 9 June Museum Day – an open house with activities and food for young and old alike, the theme this year was “Knock on wood”
- 15 June Night at the Museum for Newcomers – an evening to provide a talk on the area’s unique culture, a tour of historic highlights of Bridgewater and information on volunteer opportunities
- 14 July Kid’s Day – was an event to showcase our Kid Friendly activities



Birthday Party with Puppets

and receive advice from children as to what exhibit activities worked or didn’t work

- 19 July Seniors Lawn Party – a partnership with the Recreation Department for an outdoor active senior event
- 30 September Ada’s Tea Party – one of our more popular fundraisers
- 9 December Christmas Open House

We also provided meeting space at no cost for the Friends of DesBrisay Museum Society Annual General meeting on 18 March; for a Young Naturalists program on 28 April; for the funeral reception of Jim Nichols on 15 May; for Parks and Recreation swim training on 25 June, 4 to 6 July and 24 to 27 July, and for a farewell reception for Kay Davis on 9 November.

The Program Officer also arranged programs for school visits on 12, 14, 15 and 21 June, for children's daycamp visits on 6, 10 and 18 July, Beavers and Sparks visits in December and adult programs on 17 August and 26 September.

She has also arranged a March Break Program of heritage crafts for children and organized a volunteer recognition event for 15 April 2013.

COMMUNICATIONS

The Program Officer did an excellent job this year in continuing to submit regular press releases, to circulate our bimonthly newsletter, *The Judge's Journal*, to build our Facebook audience and to promote our events. She has updated our rack card to include our mission statement and senior-friendly notations. She also arranged a presence at the local tourist information site. This year we are working on the first of three stages to improve our website.

EXHIBITS

DesBrisay Museum is fortunate to have an active and imaginative Exhibits Committee which includes a Commission representative, members of the general public and staff. The Committee met monthly through 2012 to review its exhibit schedule and interpretive plan, to define exhibit topics and to brainstorm exhibit components and design. Staff wish to thank Jean Fraser McHarg for her support, ideas, and hands-on labour in providing a range of challenging exhibits at DesBrisay Museum.

Each year the Museum makes improvements to current exhibits as well as creating a number of new exhibits throughout the year. The Museum promotes the

use of its exhibit space by local artists and artisans and by local community organizations celebrating a milestone. This year we made a number of improvements



Rum on the River Exhibit

to the permanent gallery to provide more interactive opportunities on the site. We are also planning to make improvements to our “Settler’s Gallery” this fiscal year in order to better reflect the story of our Foreign Protestant settlement.

Exhibit showcases at Bridgewater mall continue to promote the Museum and local history. A new showcase exhibit was created this year on the Acadia Gas Company. Also, one of our summer students prepared a cross-promotion of our exhibits with those of several other museums in the area and again this summer we were pleased to display a number of children’s Heritage Fair projects on site.

A site map of German artifacts at the museum was created this year to coincide with a German cultural initiative in the summer and was promoted during Newcomers Night at the Museum event. Staff also arranged an exhibit of works from the Young Naturalists Club art competition.

A number of exhibits were organized for the interest of visitors and locals in our community gallery:

Jan. 20 to March 18 - “**Bridgewater – An Artist’s View**” was an exhibit of artwork depicting Bridgewater over the past 100 years. The exhibit included both DesBrisay Museum collection and works lent by eight local artists.



Artist Ruth Wilton discusses her work with visitors

Apr. 5 to May 13 - The “**Lunenburg County Student Art Fair**” is always very popular and this year was no exception, showcasing the artwork of ten Lunenburg County Junior/Senior High Schools. The show opened on 5 April with 178 people attending the reception.

May 27 to September 9 - “**Rum on the River**” was an exhibit designed by the Museum to tell visitors the not well-known story of Bridgewater’s prohibition years and bootlegging antics. It allowed the museum to research and catalogue both oral and written community stories of the 1920’s and 30’s.



*Volunteer Judy Demone makes gingerbread men
for our Enchanted Forest*

Sept. 23 to November 11 - **“Bridgewater Photographic Society: Thirty Years of Chasing the Light.”** We helped the Photographic Society celebrate 30 years in the Community with an impressive show of works by their member.

Nov. 25 to January 1 - **“Enchanted Forest”** For Christmas this year Museum staff and several volunteers created a Hansel and Gretel forest for our local children to enjoy, complete with fairies, goblins, forest animals and a witch’s cottage. It was met with great delight.

ATTENDANCE

Even though there was a large increase in August attendance last year due to the Provincial Swim Meet, the number of visitors in 2012 actually slightly exceeded last year’s figure, as a result of increased programs and other efforts.

Month	Attendance 2011	Attendance 2012
January	149	145
February	148	173
March	281	236
April	321	573
May	282	456
June	634	522
July	662	611
August	889	399
September	261	342
October	203	314
November	265	308
December	223	287
Total	4318	4366

COLLECTION MANAGEMENT

As part of our plan to acquire institutional archival status, a wall was built to secure the archive in February and modest changes were made to our archival policies. We were excited to learn in September that our application for institutional status in the Council of Nova Scotia Archives had been approved. This means that DesBrisay Museum is now recognized by other Nova Scotia archives as a repository for documentary material. This is a significant improvement in our status and reputation throughout the province and beyond.

As well, this year we became part of the family of community museums by migrating our collection records of more than 8,000 items to the Association of Nova Scotia Museums' Collective Access database. As part of this initiative, when staff have mastered the database and our records have been enriched, we will be included in public web searches of Nova Scotia collections on the new internet site called NOVAMUSE at <http://www.novamuse.ca>.

Another major initiative this year is being carried out by Fred Speth, one of our long-time dedicated volunteers, who is helping to establish a process and begin photographing the collection. These images will be included in our Collections Access Database.

Although the Curator was on sick leave until 16 January, with the help of dedicated volunteers she catalogued 184 new items including twenty photographs, 58 books, 92 documents, and fourteen artifacts from 28 donors this year. She also ensured that 156 photographs and postcards were scanned for better public access. Conservation work included the covering and rolling of eight large maps and the making of a garment bag for a wedding dress. She supervised the creation of 21 new finding aids and processing seven newly-acquired microfilms of the *Bridgewater Bulletin* which were purchased with donated funds.

As part of the collection care the Curator reviewed and reorganized the reference library of 348 books. As many as 130 artifacts were used in temporary exhibits and corridor showcases in 2012, all organized and cared for by the Curator. None of this could have been done without the help of Carole Swim and Karen Crouse, two dedicated collection volunteers.

We were pleased to be able to provide information and a photograph of an Alice Hagen vase from our Museum collection to be used in the publication *Rethinking Professionalism: Women and Art in Canada 1850-1970* (McGill University Press, 2012).

The Curator responded to 116 research requests in 2102, as detailed below,

Month	Total	Email	Telephone	Visit
January	9	4	4	1
February	22	7	5	10
March	14	4	4	6
April	10	2	3	5
May	6	1	1	4
June	8	1	4	3
July	6	5	1	0
August	9	3	0	6
September	7	3	0	4
October	10	3	4	3
November	12	3	3	6
December	3	2	1	0
Total	116	38	30	48

ORAL HISTORY PROJECT

An exciting new initiative this year is our oral history project. The Museum applied for and secured a grant from the federal government's New Horizons Program to enable a group of volunteers to interview senior citizens about their lives and experiences in the Bridgewater area. Entitled "Reaching Out to Seniors," this project is being directed by a steering committee Jean Fraser McHarg, Michael Graves, Marian Gaetan and Jim McCorrey.

By the end of 2012 we had completed training several local volunteers in the gathering of oral history and identified more than sixty potential subjects, who are being contacted and asked to record their reminiscence about Bridgewater. Interviewing began in January 2013 and we expect to acquire up to 35 good oral history records on a wide range of community life. These interviews will be used on our web site, to enhance exhibits and for research purposes. The second component of this program will be to record people who are still able to create heritage crafts and to provide an interaction between these artisans and local seniors and youth groups. It is our plan to have local young adults assist with the video-recording of this component.

STAFF

Curator Linda Bedford was officially recognized by the Town this winter for her twenty years of service to DesBrisay Museum and was congratulated for her dedication and exemplary work.

Staff and tool-box meetings were held monthly throughout the year. The maintenance technician completed training in Occupational Health and Safety Committee roles as well as an upgrade in First Aid and WHMIS. The Curator completed archival training in "Arrangement and Description," which will lead to the acquisition of her Council of Nova Scotia Archives certificate. The Director attended training in oral history and a school program training session provided by the Association of Nova Scotia Museums.

This year, as usual, the staff completed a staff plan of proposed new initiatives, which was presented to the Museum Commission in February 2012.

We hired Breanna Laffin, a student at Bridgewater Junior Senior High School, to assist us on Sundays during September and October and also with children's birthdays and special events as needed. The staff of the Wile Carding Mill provides relief receptionist services during the winter months.

SUMMER STUDENTS

We were very pleased that we were successful in acquiring funding to enable us to employ three summer students this year. Paige Pedersen and Emily Jeffers worked as Museum Interpreters and Allison Rand was a Built Heritage Researcher. These students not only served our Museum visitors but also prepared showcase



Allison Rand, Emily Jeffers and Paige Pedersen

exhibits, circulated flyers and rack cards, prepared a children's day program, organized one birthday party and assisted with several school and youth group programs while creating new activities for both programs and exhibits, creating an information panel for Canada Day and Museum Day and translating exhibit booklets into French.

VOLUNTEERS

DesBrisay Museum could not function at the level that it does without the help of its volunteers. In 2012, 32 people recorded 908 hours of volunteer service. This year we were pleased to welcome Judy Demone as a new volunteer.

Their priceless contribution was recognized at a Museum evening on 15 April, when they received our “V” volunteer pin as a small token of our appreciation.



Museum Volunteer Reception, April 2012

Each year two volunteers are recognized by the Town and this year the Museum Commission, on the recommendation of the Director, selected Karen Crouse and Joan Fillmore for this honour, which was well deserved.

PHYSICAL FACILITY

We were plagued this year with frequent interruptions in telephone and internet service. There has been an improvement in recent days, however, and we are hopeful that the problem has been resolved.

The Director met with the Town Building Manager who reviewed the building, recommended a number of improvements and assisted with developing a long-term maintenance plan. The replacement of electrical service pipes required immediate and costly repair and the collection storage heating system required maintenance late in the year.

Items identified by the Town Building Manager as requiring attention in the future include refinishing exterior beams, painting metal brackets to pilasters, removing exterior gyprock facia and replacing with stained wood, repairing a damaged washroom exhaust vent and moving it to face downward, resealing windows on the west wall, investigating drain runoff and landscape, bracketing a sensor, replacing the front entry mat, painting the garage floor, upgrading the office thermostat, moving the permanent gallery light switches, arranging for maintenance service of the HVAC system, and replacing the exterior drain of the collection storage humidifier and other small items. An effort will be made in 2013 to address as many of these issues as possible.

This year a wall was installed to enclose and secure the archives area and improved shelving for the exhibit storage closet was completed in the winter.



Before, During, After

An updated computer with a new (to us) flat screen monitor was installed in the research room. The multipurpose room a/v required repair and an automatic garage door opener was installed.

We are grateful to Doug George, our maintenance technician, who keeps things functioning, as well as clean, and also provides invaluable assistance with interior painting and the installation of exhibits.

OUTREACH

DesBrisay Museum partnered with Riverfront Renaissance and the Bridgewater Business Development Association to acquire funding to create sixteen pole banners with heritage themes for the community. These were mounted during the summer and have been well received by the public.

The Museum also acquired line drawings from the banners and produced a children's colouring book for use in the Museum.



Ida Scott, Bridgewater Development Association, and Museum Director Barb Thompson with the DesBrisay Museum pole banner

The Museum Director attends the monthly meetings of the Board of Directors of the Friends of DesBrisay Museum Society and provides administrative support, including assisting with a membership drive this year. We greatly appreciate the financial support provided by the Friends with the cost of summer students, SOCAN fees and a Saturday Free Day sponsorship.

The Director attended the Nova Scotia Tourism Agency's information gathering session on 1 February at the Nova Scotia Community College. This session provided information on regional tourism opportunities and networking with other operators.

The Director and Program Officer, as well as the chairman of the Museum Commission, served as judges at local school Heritage Fairs this year and identified projects on Bridgewater history for display at the museum. While this is always a very interesting and enjoyable experience, we are particularly proud of the fact that this year the project of one of the local students, Brandon Snyder of Bridgewater Elementary School, went on to be selected as one of six from across the entire country to be recognized by the Governor General in celebrations that took place in Ottawa in December.

The Museum participated in the Canada Day Celebrations and the Bridgewater Christmas Parade. We also provided free meeting space for the Bridgewater Christmas Dinner Committee and holly for its dinner tables.

To ensure that DesBrisay Museum develops good partnerships and is up to date on new museum initiatives, the Director regularly attends the meetings of the South West Curators Group. The meetings took place this year at Ross Farm on 20 April and in Yarmouth on 19 October. She also attended the annual conference of the Association of Nova Scotia Museums Conference, held at Acadia University in Wolfville on 13-14 September, and the Heritage Trust of Nova Scotia Board outreach meeting on 26 May.

The Director also organized the Bridgewater Museum Commission's annual tour, which took place this year on 17 August. Four sites in the Halifax area were visited: Evergreen House, Scott Manor House, the Quaker House and Fultz House. At three sites, local board members kindly met our group to share experiences and compare notes.

The Director was invited to speak to clients of the Employment Solutions program on 27 September and attended a retirement party in Halifax for Paul

Collins, director of the Nova Scotia Museum's Community Museum Assistance Program, on 31 May in Halifax.

BRIDGEWATER HERITAGE ADVISORY COMMITTEE

The Heritage Advisory Committee is a committee of Town Council and was chaired in 2012 by Patrick Hirtle. Peter Oickle represents the Museum Commission on the committee, Brian Tennyson serves as a community representative, and the Museum Director serves on it *ex officio*.

The Director attended the committee's monthly meetings and prepared applications and evaluations on several buildings for possible registration. She also acquired funding for and supervised the summer student position of Built Heritage Researcher on behalf of the committee.

This year the student:

1. created a "Property Assessment Review Form" and completed 44 Property Assessment priority reviews and identified 22 properties for consideration.
2. photographed, uploaded, and cropped approximately 240 digital photographs of Bridgewater heritage properties and integrated them into a map, organized by decade, for committee use.
3. edited, improved readability, reposted and added photographs of four articles on the committee's web site. She also edited, posted in like format, and added photographs to five new articles and added the acquisition numbers of the photographs to all nine of the articles on "Built Heritage in Bridgewater" wrote and added 65 additional profiles to the "Find Your Home" website page adding photographs. 109 *Find Your Home* profiles can now be found on the website.
4. met with a HAC sub-committee to identify topics for a design for a promotional display, identified possible structures for the committee's consideration and prepared an outline for possible designers.



Allison Rand, Built Heritage student and Councillor Greg Ritcey attend the BHAC booth

5. met with a HAC sub-committee to identify topics for a design for a promotional display, identified possible structures for the committee's consideration and prepared an outline for possible designers.
6. prepared an excellent display on Bridgewater's built heritage for future use by the Museum and committee and provided that display at the Bridgewater "Growing Green" festival on 25 August.

FUNDRAISING, GIFT SHOP AND SPONSORSHIP

The Program Officer acquired a lovely painting for our raffle fundraiser courtesy of Graham Baker which helped with our fundraising efforts. She was successful in acquiring several Free Day sponsors, ensuring that Saturdays are free for visitors and organized the ever-popular Ada's Dessert Party, which took place on 30 September. Total earned revenues amounted this year to \$11,528.

Revenues Generated in 2012³

Activity	Income
Gift Shop Sales	3569
Birthday Parties	400
Programs	1386
Fundraising	1938
Admissions	861
Donations – microfilm	420
Donations – general	173
Room Rentals	290
Free Day Sponsorships	1800
Total	10,838

As part of an effort to increase the use of our Multipurpose Room as well as to generate needed revenue; we have been actively promoting our room rental opportunity. We see this effort as having greater potential in 2013.

Revenue Generated from Multipurpose Room Rental in 2012

	Date	Event	Attended	Revenue
1.	April 29	Birthday Party	10	\$100
2.	May 30	Lunenburg County Condo Corp. Room rental.	10	\$40
3.	June 7	South Shore Palliative Care room rental	30	40
4.	July 29	Birthday Party	25	100
5.	August 4	MP Room Rental	40	40
6.	August 26	Birthday Party	11	100
7.	November 28/29	Department of Comm. Services Room Rental	56	170
8.	November 3	Birthday Party	13	\$100
		TOTAL	195	690

³ Includes “Fee for Service” efforts such as programs, birthday parties, business sponsorships and others:

FRIENDS OF THE DESBRISAY MUSEUM

The Friends of the DesBrisay Museum Society provides financial support and organizes a variety of activities which involve many people and make an important contribution towards enriching the Museum's relationship with the community it serves.

In 2012, the Friends had a membership of 25 families, 37 individuals and two corporate members, for a total of 64 paid memberships. This was an increase of five memberships over 2011.

The Friends' board of directors comprised Chris Bedford (chair), Greg Ritcey (vice chair) Jim Reid (secretary and Museum liaison), Carolyn Colbourne, Judy Corkum, Ken Wootten, Karen Crouse and Barb Thompson (ex officio).

Four board meetings and an Annual General Meeting were held in 2012.

Thirty-two active and dedicated volunteers recorded 908 volunteer hours in 2012. These Museum volunteers assisted the museum in a number of ways, from working hospitality at events, telephoning volunteers, providing relief reception on Sundays and gift shop duties, helping with the Museum collection, selling Friends memberships and fund-raising tickets, making cookies for our annual Christmas open house and delicious desserts for Ada's Dessert Party, and assisting with installing exhibits and other odd jobs.

The Friends supported the Museum financially this year by co-sponsoring one summer student, provided one Free Day in the summer, co-sponsored the SOCAN music licence, and provided support for the annual Christmas open house.

The third Friends' soup supper was held in March and future suppers are planned.

The Friends are very grateful to the Museum staff for their continued support and encouragement over the past year. Special thanks to Kendra Power for keeping our Friends' members informed with a quarterly newsletter and keeping the memberships up to date.

Chris Bedford

WILE CARDING MILL MUSEUM

The Wile Carding Mill is a regional museum owned by the Province of Nova Scotia. DesBrisay Museum manages it on behalf of the Nova Scotia Museum, with the Museum Director serving as site manager, and we are pleased to present the following report.

STAFF

Betty Jo Mosher, Linda Uhlman and Florence Selig returned as staff at the Mill this year. They met early with the museum site manager to begin planning of joint programs with DesBrisay Museum for Museum Day, for a Canada Day booth and for a GreenFest booth. The site manager led monthly staff and toolbox meetings this year.



Children learn to spin at Wile Carding Mill Museum

PHYSICAL FACILITY

The site has some potholes in the driveway that are being repaired, some depressions in the ground that need to be addressed and a sagging ceiling that is being assessed by the province's engineering staff. The site has had some nesting and visits from critters probably due to the very low water level, which also made it impossible to operate the wheel in 1-16 June, 26 June to 12 July 12, and 9-30 September. Even so, the bridge had to be removed on 9 September due to heavy rain.

The Nova Scotia Museum maintenance director met with the site manager to review the facility for improvements and upgrades. Two new 'running-man' exit signs were added to the site and an old rack card was replaced with a smaller unit, which freed up some floor space.

To date we are still waiting to receive reimbursement from the province for the unbudgeted electrical expenses incurred as a result of the interior painting of the site in the winter of 2011-12.

A spinning wheel was acquired for spinning demonstrations.

PROGRAMS

The Mill had a very successful Museum Day, with 67 visitors in attendance. The boat building program was moved to Father's Day on 17 June to attract a larger audience.

Programs were successful in attracting a large audience this year. They included rug hooking, genealogy, hula hoop making, and bird watching. The site manager created two new children's programs for youth organizations which were tested by staff at school visits. School groups visited on 11 and 13 June (Grade 1 Bridgewater elementary), on 15 June (Grade 4 Bridgewater Elementary) and on 22 June (Grade 4 Chester Elementary).

On 6 June six students with their professor visited from the Nova Scotia College of Art and Design. They toured the Mill and spent the morning picking, carding and spinning. The Harrison County Beef Cattlemen's Association from

Kentucky visited the site on 18 July and gave the Mill a very positive review from on the Trip Advisor website



NSCAD students learn to pick wool

RESEARCH

Staff have researched women who originally worked at the site and created profiles as well as created a photo display of the Wile family. Staff also transcribed a number of oral history tapes regarding the Mill held at DesBrisay Museum, allowing for improved cataloguing and also educating interpreters on local Wile stories.

Staff made improvements to the gift shop inventory and developed a Facebook page. We were also fortunate to receive a revamped web page from the province.

Brochures entitled *History of Wile Carding Mill* and *Processing Wool at Wile Carding Mill* were created for visitors requesting more information on the history of the Mill or the processing of wool.

The gift shop, now named *Ewe-nique Gifts* had a successful season in 2012 with the introduction of new products, including rug hooking kits. Sales this year amounted to \$389, compared to \$350 in 2011.

ATTENDANCE

Attendance at Wile Carding Mill Museum this season totalled 1,892, a significant increase over 2011's 1,630 visitors.

	2012	2011
June	522	422
July	558	436
August	453	432
September	359	340

The Museum closed for the season on 1 October, after which staff met and prepared the site for the winter season.

We were pleased that Janet Maltby, who is now Rural Museum Manager in the Department of Communities, Culture and Heritage, was able to visit the site this year.

APPENDIX A

Minutes of Annual Meeting of Bridgewater Museum Commission 26 January 2012

The Annual General Meeting of the Bridgewater Museum Commission was held Thursday, 26 January 2012 at DesBrisay Museum beginning at 5:00 pm. In attendance: Chairman, Dr. Brian Tennyson; Commissioners: Greg Ritcey (Council Representative); Jim Reid (Friends of DesBrisay Museum Society Representative), Jean McHarg (Vice Chairperson), Peter Oickle, and Joan Fillmore. Also in attendance were ex-officio members Ken Smith CAO; Carol Pickings-Anthony, Director, Parks Recreation and Culture; and Barb Thompson, Museum Director.

1. Call to Order.

The meeting was called to order at 5:00 pm.

2. Agenda.

12-014M MOTION: It was moved by Jean McHarg and seconded by Greg Ritcey that the agenda be accepted as circulated. Motion carried.

3. Minutes of AGM Meeting of January 20, 2011.

12-015M MOTION: It was moved by Joan Fillmore and seconded by Jean McHarg that the minutes of the annual general meeting held on 20 January 2011 be accepted as circulated. Motion carried.

4. Commission Election.

4.1. Friends of DesBrisay Museum Board Representative appointment.

12-016M MOTION: It was moved by Jean McHarg and seconded by Greg Ritcey that Jim Reid be accepted as Friends of DesBrisay Museum Society representative to the Commission. Motion Carried.

4.2. Council re-appointment.

It was noted that Greg Ritcey was reappointed as Town Council representative to the Museum in October.

4.3. Commission Re-Appointments.

12-017M MOTION: It was moved by Greg Ritcey and seconded by Jim Reid that Peter Oickle (1st term April 2012 to March 2015); Jean McHarg (2nd term April 2012 to March 2015) and Joan Fillmore (2nd term April 2012 to March 2015) be appointed to the Commission. Motion Carried.

The Chairperson will send a request to Town Council to reappoint these members as elected.

5. Election of Officers.

5.1. Chairperson.

Dr. Tennyson stepped down as Chairperson. Carol Pickings-Anthony called for nominations from the floor.

12-018M MOTION: It was moved by Jean McHarg and seconded by Greg Ritcey that Brian Tennyson be nominated as Chairperson. Motion Carried.

Greg Ritcey moved that nominations cease. Brian Tennyson was elected as Chairperson.

5.2. Vice-Chairperson.

12-019M MOTION: It was moved by Joan Fillmore and seconded by Jim Reid that Jean McHarg be nominated as Vice-Chairperson. Motion Carried.

Greg Ritcey moved that nominations cease. Jean McHarg was elected as Vice-Chairperson.

6. Committee Appointments.

6.1. It was noted that at a previous meeting Jean McHarg was appointed to the Exhibit Committee as Commission representative. Representatives to the Accessions Committee and Bridgewater Heritage Advisory Committee will be dealt with at the monthly meeting.

7. Annual Reports

7.1. Museum Commission Annual Report 2011

12-020M MOTION: It was moved by Jean McHarg and seconded by Greg Ritcey that the Commission annual report be adopted as circulated. Motion carried.

It was noted that the Commission report included the Accessions Committee, Exhibits Committee and Bridgewater Heritage Advisory Committee reports. The Director will circulate the report to various interested partners.

7.2. Friends of DesBrisay Museum Society Annual Report 2011

12-021M MOTION: It was moved by Greg Ritcey and seconded by Jim Reid that the Friends Annual Report be adopted as presented. Motion carried.

7.3. Audited Financial Report DesBrisay Museum to Year End 31 March 2011

and

7.4. Financial Report Wile Carding Mill to Year End 31 March 2011

It was noted that the financial reports are in the Commission Annual Report for information and have been already been approved.

8. Adjournment

12-022M MOTION: It was moved by Joan Fillmore and seconded by Greg Ritcey that the meeting adjourn. Motion carried. Meeting adjourned at 5:20 pm.

APPENDIX B

Town of Bridgewater Museum Endowment Fund⁴

1. Objective

- (a) The purpose of the Museum Endowment Fund is to accumulate financial resources which will be invested for the future support of the DesBrisay Museum.

2. Structure

- (a) The Fund shall comprise two parts, Fund A and Fund B.
- (b) All money which has been donated to the Fund with restrictions placed on its investment or use will be placed in Fund A. Money which has been donated without restrictions will be placed in Fund B.
- (c) Fund A will be restricted so that the capital of the fund will remain intact. Funds may only be drawn from interest or capital gains, for the purpose of acquisitions for the permanent collection or other special projects.
- (d) Fund B will be unrestricted so that capital, capital gains and interest may all be used for any purpose of the DesBrisay Museum.
- (e) All decisions on the expenditure of money from either Fund A or Fund B will be made by Town Council on the recommendation of the Bridgewater Museum Commission.
- (f) All funds currently in the Fund at the date that this document is approved will be deposited in Fund A.

3. Disbursement Guidelines

- (a) No funds shall be disbursed from Fund A until it contains at least \$100,000, although this provision shall not override a specific bequest by a donor.
- (b) Funds in Fund B may be disbursed regardless of the amount in the fund, so long as the fund maintains a balance of at least \$1,000 and the amount disbursed does not exceed the fund's balance. No overdrafts are permitted.

⁴ Approved at Bridgewater Museum Commission meeting, 17 May 2012.

4. Investment Committee

- (a) When the balance in Funds A and B in total reaches \$50,000 an investment committee shall be appointed by the Town to manage the investments in accordance with the Town's investment policy. Until such time as the Investment Committee is formed, the investments will be managed by the Town's Director of Finance.
- (b) This committee shall consist of three persons, who will include the Town's Director of Finance (or designate), a representative of the Commission, and one other person who should have a financial background and/or demonstrated investment acumen.
- (c) Members of the investment committee shall hold office for three years and may be reappointed.
- (d) It is the responsibility of the investment committee to ensure that the funds are disbursed to the Museum in accordance with the objectives established for the Endowment Fund and any specific restrictions placed on funds by a donor.
- (e) With regard to specific fund restrictions by a donor, it is the investment committee's responsibility that each such restriction
 - i) be disclosed in its annual financial reports;
 - ii) be reviewed annually to ensure that they are being adhered to.

5. Reporting Guidelines

- (a) The Investment Committee will report annually to Town Council and the Commission on the Fund's value and investment performance for the previous fiscal year.
- (b) Until such time as the Investment Committee is formed, the Town's Director of Finance shall make this report.
- (c) The Fund's books and records will be maintained by the Town.

6. Signing and Authorization Authority

- (a) The Town's Director of Finance, together with the chairperson of the Investment Committee, shall authorize all disbursement or transfer of funds from the Fund.

- (b) All funds transferred from the Fund to the DesBrisay Museum accounts must be authorized by a written request from the Museum Commission and approved by Town Council, in accordance with Section 2 (e).
- (c) In keeping with normal Town practice, all disbursements from the Fund shall be signed by the Town signatories (one elected official and one staff person).

7. Policy Changes

- (a) Any changes in this document require the approval of the Museum Commission and Town Council.

8. Dissolution

- (a) If for any reason the operations of the DesBrisay Museum are terminated or are wound up, or are dissolved, and there remains in the Fund at that time, after satisfaction of all the Endowment Fund's debts, liabilities and commitments, any funds remaining whatsoever, the same shall be transferred by the Town to some other public, not-for-profit, charitable heritage or cultural society in Bridgewater, or elsewhere in Lunenburg County, which pursues a mission or has objectives similar to those of the DesBrisay Museum.

APPENDIX C

Policy on Naming Areas in the DesBrisay Museum⁵

Whereas the Bridgewater Museum Commission deems it desirable to encourage individuals and/or corporations to have rooms or areas within the DesBrisay Museum named in their honour, in return for an appropriate financial donation to the Museum Commission, the following guidelines are proposed:

1. Areas to be considered are the permanent gallery, the community gallery, the research room, the visible storage gallery and the multipurpose room.

⁵ Approved at Bridgewater Museum Commission meeting, 15 September 2011 and amended 26 January 2012.

2. The amount to be charged for this privilege shall be the same for all of these areas.
3. When an area/room has been named, that name shall be permanent.
4. When an area/room has been named, the Commission will guarantee to the donor that no major changes to the use or structure of that area/room will be made without consultation with the donor except in the event of an emergency situation caused by a crisis such as fire or flood.
5. An area/room that is named will display a plaque of appropriate size in the designated area/room, the wording of which will be agreed upon mutually by the Commission and the donor.
6. The Commission will issue appropriate press releases to the local media, as mutually agreed upon by the Commission and the donor.
7. The fee for having an area/room named shall be \$25,000, which may be paid in instalments.
8. Applications to have an area/room named shall be addressed to the Bridgewater Museum Commission, which will approve or reject them in accordance with these guidelines and in full consultation with the Director of the DesBrisay Museum.
9. Funds raised from this program shall be deposited in the Museum Endowment Fund.

APPENDIX D
FINANCIAL STATEMENTS

TOWN OF BRIDGEWATER		
<i>Schedule of Financial Position - Bridgewater Museum Commission</i>		
As at March 31, 2012		
	2012	2011
FINANCIAL ASSETS		
Cash	\$ 100	\$ 100
Accounts Receivable	36,288	27,690
	36,388	27,790
LIABILITIES		
Payables and Accruals	18,970	21,216
Deferred Revenue	-	608
	18,970	21,824
NET FINANCIAL ASSETS (LIABILITIES)	17,418	5,966
NON-FINANCIAL ASSETS		
Prepaid Expenses	596	1,462
Inventory	4,287	3,615
	4,883	5,077
NET ASSETS (LIABILITIES)	22,301	11,043
Fund Balance	22,301	11,043
NET MUNICIPAL POSITION	\$ 22,301	\$ 11,043

TOWN OF BRIDGEWATER**Schedule of Financial Activities and Change in Fund Balance - Bridgewater Museum Commission**

For the year ended March 31, 2012

	2012		2011
	Budget (unaudited)	Actual	Actual
REVENUE			
Grants: Government of Canada	\$ 3,860	\$ 3,294	\$ 11,763
Province of Nova Scotia - Energy Management	518	1,974	14,213
Province of Nova Scotia	64,330	58,631	61,745
Administration Fees	17,215	17,215	17,215
Admission Fees	2,400	3,222	2,195
Donations	1,500	1,346	764
Sponsorships	4,366	3,234	2,741
Room Rental Fees	700	730	640
Other	1,500	2,361	623
Gift Shop	4,020	5,244	4,306
	100,409	97,251	116,205
EXPENDITURE			
Advertising	3,228	2,100	3,036
Conservation	1,772	1,247	1,159
Electricity	11,290	11,884	12,014
Insurance and Security	4,175	4,132	3,258
Office Supplies	3,960	4,333	3,461
Postage	600	566	603
Repairs and Maintenance	4,496	4,228	4,619
Energy Management Project	691	653	25,976
Small Equipment and Furniture	11,096	9,803	4,852
Telephone	3,380	3,297	2,298
Travel, Conferences and Professional Development	3,648	3,879	3,493
Wages and Benefits	178,196	171,430	166,180
Various Programs	10,000	5,157	5,283
Heritage Advisory Committee	8,287	6,848	6,769
Gift Shop	3,300	3,868	3,721
Gallery Development	-	398	1,182
Board Expenses	600	480	811
Amortization Expense	14,100	14,074	14,073
Debenture Interest	2,691	2,691	2,806
	265,510	251,068	265,594
Net Revenue (Expenditure)	(165,101)	(153,817)	(149,389)
FINANCING AND TRANSFERS			
Transfer from Town General Operating Fund	151,001	151,001	139,421
Net Financing	151,001	151,001	139,421
Change in Fund Balance	(14,100)	(2,816)	(9,968)
Fund Balance, Beginning of Year	11,043	11,043	6,938
Amortization Included in Expenditures	14,100	14,074	14,073
Fund Balance, End of Year	\$ 11,043	\$ 22,301	\$ 11,043

TOWN OF BRIDGEWATER*Schedule of Financial Position - Operating Reserve Fund*As at March 31, 2012

	Bridgewater Museum Commission	Bridgewater Museum Commission Endowment Fund	General Operating Reserve	2012 Actual	2011 Actual
ASSETS					
Cash	\$ 9,377	\$ 14,977	\$ 1,323,034	\$ 1,347,388	\$ 776,850
Due from Own Funds	-	-	1,206,268	1,206,268	520,335
	<u>9,377</u>	<u>14,977</u>	<u>2,529,302</u>	<u>2,553,656</u>	<u>1,297,185</u>
LIABILITIES					
Due to Own Funds	-	840	-	840	-
NET ASSETS (LIABILITIES)	<u>9,377</u>	<u>14,137</u>	<u>2,529,302</u>	<u>2,552,816</u>	<u>1,297,185</u>
RESERVE					
Operating Reserve	9,377	14,137	2,529,302	2,552,816	1,297,185
NET MUNICIPAL POSITION	<u>\$ 9,377</u>	<u>\$ 14,137</u>	<u>\$ 2,529,302</u>	<u>\$ 2,552,816</u>	<u>\$ 1,297,185</u>

TOWN OF BRIDGEWATER*Schedule of Operating Activities and Change in Fund Balance - Operating Reserve Fund*
For the year ended March 31, 2012

	Bridgewater Museum Commission	Bridgewater Museum Commission Endowment Fund	General Operating Reserve	2012 Total	2011 Total
Revenue					
Donations	\$ -	\$ -	\$ 214,000	\$ 214,000	\$ 189,500
Interest Income	136	172	11,316	11,624	5,941
	136	172	225,316	225,624	195,441
Expenditure					
	-	-	212,900	212,900	218,000
Net Revenue (Expenditure)	136	172	12,416	12,724	(22,559)
Financing and Transfers					
Transfer from General Operating Fund	-	-	1,307,962	1,307,962	363,230
Transfer to General Operating Fund	-	-	(65,055)	(65,055)	(122,772)
Net Financing	-	-	1,242,907	1,242,907	240,458
Change in Fund Balance	136	172	1,255,323	1,255,631	217,899
Operating Reserve, Beginning of the Year	9,241	13,965	1,273,979	1,297,185	1,079,286
Operating Reserve, End of Year	\$ 9,377	\$ 14,137	\$2,529,302	\$2,552,816	\$ 1,297,185

Wile Carding Mill Museum
Un-Audited Financial Statements
March 31, 2012

Carding Mill Museum		
<i>Schedule of Financial Position</i>		
As at March 31, 2012		
	2012	2011
FINANCIAL ASSETS		
Accounts Receivable	16,982	18,011
	16,982	18,011
LIABILITIES		
	-	-
NET FINANCIAL ASSETS (LIABILITIES)		
	16,982	18,011
NON-FINANCIAL ASSETS		
NET ASSETS (LIABILITIES)		
	16,982	18,011
Fund Balance	16,982	18,011
NET MUNICIPAL POSITION	\$ 16,982	\$18,011

Carding Mill Museum
Schedule of Financial Activities and Change in Fund Balance
For the year ended March 31, 2012

	2012		2011
	Budget	Actual	Actual
REVENUE			
Grants: Province of Nova Scotia	\$ 53,586	\$ 57,418	\$ 56,539
Admission Fees	1,000	941	1,169
Donations	200	170	126
Souvenir Sales	700	389	350
Other	400	-	-
	55,886	58,918	58,184
EXPENDITURE			
Administration Services	17,215	17,215	17,217
Advertising	645	627	1,126
Repairs and maintenance	3,675	5,804	4,583
Professional Development	100	196	226
Travel	600	644	795
Office supplies	100	385	86
Telephone	913	999	572
Electricity	684	2,475	616
Water	492	512	449
Program Activities	1,071	849	719
Wages and benefits	29,891	29,999	30,962
Other	500	242	339
Total Expenditure	55,886	59,947	57,690
NET REVENUE (EXPENDITURE)	-	(1,029)	494
Fund Balance, Beginning of Year	18,011	18,011	17,517
Fund Balance, End of Year	\$ 18,011	\$ 16,982	\$ 18,011