



Trinity Historical Society

2023 Annual Report

January 2024

Executive Summary

- The Trinity Historical Society (THS) operates the Trinity Museum, Trinity Historical Society Archives and Office located on the third floor of the Lester-Garland House (LGH), the Green Family Forge (GFF), the Lester-Garland House, the Courthouse, the Cooperage, the Methodist School House, and the Fort Point Interpretation Centre.
- THS owns the Trinity Museum, the Green Family Forge and the Courthouse. We have lease agreements with the Provincial Government for the Lester-Garland House, and the Cooperage. The Methodist School Building lease expired in October 2023. The Government has informed us that they will issue a request for proposals. The Fort Point Site is owned by the Town of Trinity.
- In 2023 we employed 3 workers full time, 4 seasonal workers, and 11 summer students.
- The THS External Financial Review for 2022 was completed in 2023.
- The Adopt a Headstone Project restored all 188 headstones in St. Paul's Churchyard, as well as 6 headstones in the old Methodist Cemetery in Trinity.
- Fundraising for a statue to commemorate John Clinch's administration of the first vaccination in the Americas in Trinity in 1800 was continued.
- Lester-Garland Giftshop sales dramatically improved again in 2023.
- A one-day Blacksmith Experience was planned for 2023 but had to be placed on hold due to chimney repairs.

- A mission statement for THS was created.
- The Board proposed an amendment to the bylaws that would omit the requirement for Board approval of applicants. The proposed amendment will be presented to the members at the Annual General Meeting (AGM) in January 2024.
- Voting by proxy was considered by the Board in response to a request by one of our members. It is the position of the Board that voting by proxy not be permitted.
- The new Walters Point Extension of the Lower Gun Hill Hiking Trail was improved, a section rerouted closer to the shoreline, and “You Are Here” signage was added. Storyboards telling the local history are still required.
- THS continued to advocate for a map of Trinity featuring historic sites and businesses to be erected by the Council, and for an app with this information once adequate cell service can be established. We have also advocated for an “Events Tab” on the Town website.
- THS presented our proposal for Waterfront Redevelopment in Trinity to the Department of Tourism, Culture, Arts, and Recreation in October.
- The new Trinity Historical Society Logo was launched.
- The THS website and e-commerce site were redesigned and launched.
- Extensive damage to the exterior brickwork at the Lester-Garland House was repaired.
- The Trinity Chocolate Company continued to occupy the entire space at the Courthouse.
- One of the two chimneys at the Green Family Forge was rebuilt and the front wall and window repaired. A single hung window for ventilation was installed on the south wall. The old wooden floor was removed and replaced with crushed stone.
- The WWI gun in the museum garden was supported by steel brackets.
- The memorial Newsletter which presents the stories of men who lost their lives in the World Wars was incorporated into a larger Mail Chimp newsletter. This Mail Chimp was initiated in February 2023 and is published once a month.
- The Trinity Bight Enterprise, which now includes a crossword puzzle of Trinity Bight topics, a guest author article, and the memorial Newsletter was published once a month.

- A Buy a Brick Campaign was held to raise money for Forge repairs.
- A third Blacksmith was recruited.
- Monthly staff activity reports were continued.
- The Board held a facilitated Strategic Planning Session on June 27th-28th and a THS Strategic Plan for 2023-2026 was developed.
- Recommendations made by the Fagan Human Resources Review were implemented including an increase in wages.
- A written Operations Plan and Budget for 2024 was completed in December 2023.
- The second annual Loyal Trinity Volunteer Ranger Award was presented posthumously to David White at the auction in August.
- The Trinity Historical Society Rupert Morris Memorial Scholarship was presented in December 2023 to Ethan Johnson.
- THS membership increased to 164 members.
- THS held memorial ceremonies at the War Monument in Trinity on July 1st and November 11th, 2023.
- A Summer Lecture Series (5 evening lectures) was hosted in 2023.
- A music fundraiser was held at Rocky's Place on July 29th, 2023, in cooperation with Corey Jones.
- Kevin Toope and Ian Morris presented "The Preservation, Presentation, and Promotion of Trinity and its History" to the Wessex Society, on behalf of THS on March 8th, 2023.
- Ed Burry, Ian Morris, Kevin Toope, and Morgan MacDonald were interviewed by Adam Walsh on CBC Radio, The Signal, on October 16th, 2023, about the proposed Clinch Monument.
- The Pen Pal Program at Bishop White School was continued.
- THS continued to host community and children's programs.
- The auction in the garden of the museum was held on August 18th, 2023, and an online auction was held on November 30th- December 4th.

- The THS Golf Tournament was held on September 9th, 2023.
 - Two exhibits were hosted at the Lester-Garland House.
 - A staff seminar was held at Lester-Garland House on June 12th, 2023.
 - Two homecooked breakfasts were hosted at Fort Point and Paul Dean did a geological walking tour there.
 - THS participated in the Craft Council of NL Christmas Craft Fair.
 - A donation from the Perlin Family Trust was gratefully accepted.
 - The Stocks and Whipping Post were reconstructed.
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Introduction

The past year has been a challenging one for THS. The number of visitors to our facilities was decreased as compared to 2022. Funding from Government sources was also decreased, and we incurred some unexpected maintenance costs. We opened for the season on May 19th, 2023, and closed on October 6th. In 2022, we opened for the season on May 6th and closed on October 7th. The 2022 Annual General Meeting (AGM) was held in January 2023. The Board decided to hold the 2023 Annual meeting in January again this year due to the intense activity related to the online auction in the period immediately before Christmas.

Operations

The THS operates the Trinity Museum, Trinity Historical Society Archives and Office located on the third floor of the Lester-Garland House, the Green Family Forge, the Lester-Garland House, the Courthouse, the Cooperage, the Methodist School House, and the Fort Point Interpretation Centre.

We own the Trinity Museum, the Green Family Forge, and the Courthouse. The Methodist School House is a Provincial Historic Site that we have leased for educational programming and exhibits. This lease expired in October 2023. The Government of

Newfoundland and Labrador (NL) Provincial Historic Sites have informed us that they will issue a request for proposals for this building sometime during the winter of 2024. This building has no electric lighting and no bathroom facilities. Possible uses are therefore limited. We are considering submission of a proposal but have not fully identified utilization options at this time. The Lester-Garland House and the Cooperage are built on Government of Newfoundland and Labrador (NL) Provincial Historic Sites land and are leased to THS. Although THS was instrumental in the fundraising to build these structures, the lease agreement states that if THS ceases operations, the buildings revert to the Government of NL. These leases are for 50 years and have been in place since 1996 for the Lester -Garland House and 2006 for the Cooperage. We are responsible for the operation and upkeep of these buildings. We are not charged a rental fee.

The Interpretation Centre Building and the trails located at Fort Point are owned by the Town of Trinity but maintained by THS. The Town acquired these assets when the Government of Canada downsized, but the Town could not access funding to get the building repaired and restored. THS could access funding through a Canadian Heritage Program at that time. The building was restored, trails around the site were repaired and enhanced, and trail signage completed in 2012. The Town and THS agreed that THS would operate the Interpretation Centre at the site, and it continues to do so. The Town agrees to maintain the road to the site. The archaeological resources in the ground at Fort Point including those on display in the building are owned by the Provincial Government. The Government of Canada owns the current lighthouse keeper's house, the gate/entry area, and has a right of access on the path to the actual lighthouse to ensure its proper operation. The Government of Canada is responsible for maintenance of the lighthouse keeper's house and the light itself.

During 2023, we continued to employ our three full time staff, Jim Miller, Dean Bailey, and Daphne Clarke. However, Daphne and Dean's work week was reduced to 20 hours per week from January 1st to April 10th for Daphne, and January 1st to May 23rd for Dean. They both reduced their hours to 20 hours per week on November 6th, 2023, until December 31st. They further reduced their hours to 15 hours per week from January 1st, 2024, until late April or early May 2024, as a cost saving measure for THS. We employed our two Blacksmiths, Wade Ivany and Devin Hookey, for their usual season. The Forge was open to visitors and Forge products were sold there. Forge products were also sold at the Lester-Garland Giftshop (LGG). Linda Ballett continued her seasonal employment at our Fort Point Site. The new Cooper, Darren Hookey, who we recruited in 2022, resigned at the end of the season. We did not have the services of a cooper in 2023 and staffed the cooperage with summer students. We continued to employ Kyle Hurdle in his capacity in maintenance for the usual season. We also employed 11 summer students. The Lester-Garland House was open for tours and the Giftshop was operational.

We had 7,563 visitors at the Lester-Garland House in 2023 as compared to 8,374 in 2022, a 10% reduction. These numbers include visitors to the Lester-Garland Giftshop and Lester-Garland House.

The Green Family Forge had 1,927 visitors in 2023 as compared to 1,943 visitors in 2022.
At Fort Point we had 729 visitors in 2023, as compared to 897 visitors in 2022.

The Cooperage had 1,223 visitors in 2023, as compared to 2,695 in 2022.

The Museum had 1,158 visitors in 2023, as compared to 1,202 in 2022.

Governance

The Board of Directors of the THS is composed of seven individuals elected from the membership and the Past President. At the start of 2023, the members of the Board were:

Ian Morris, President
Kevin Toope, Vice President
Tony Huys, Treasurer
Sharon Jeans, Secretary
Geoff Dawe, Director
Maurice Devine, Director
Pam Sullivan, Director

As per the Bylaws of the Society four Director positions (Ian Morris, Maurice Devine, Tony Huys, and Geoff Dawe) were up for election at the AGM on January 23rd, 2023. Tony Huys and Geoff Dawe decided to step down from the Board and did not reoffer for re-election. Four nominations were received: Kris Drodge, Michele DuRand, Ian Morris, and Maurice Devine. These individuals were acclaimed. These positions are for a two-year term.

The new board then consisted of:

Kevin Toope
Ian Morris
Kris Drodge
Maurice Devine
Sharon Jeans
Pam Sullivan
Michele DuRand

A special meeting of the Board of Directors was held on January 25th, 2023, at which the nomination of officers was held. Nominations were for President: Ian Morris; Vice President:

Kevin Toope; Secretary: Sharon Jeans; and Treasurer: Maurice Devine. There were no other nominations and all four officers were acclaimed.

The new officers were:

President: Ian Morris

Vice President: Kevin Toope

Treasurer: Maurice Devine

Secretary: Sharon Jeans

Jim Miller is the General Manager of THS.

Mission Statement

In 2023 the Board of Directors developed a mission statement for Trinity Historical Society to guide the development of plans for the future and to ensure activities undertaken reflect the organizational goals and objectives of the Society. This mission statement was approved at the Board meeting of March 16th, 2023, and is:

To preserve, present, and promote the built and cultural heritage of Trinity and area.

Membership application as defined in the bylaws.

The existing bylaws of THS require an application for membership to be approved by the Board of Directors. As we have accepted everyone who applies for membership for many years, the Board questioned whether approval by the Board was necessary and agreed that all who apply for membership should be automatically accepted.

At the Board of Directors meeting of July 20th, 2023, a motion was passed to change the bylaws as follows:

in Article 3.1, delete *“and whose application for admission as a member has been approved by the Board of Directors”* and,

in Article 3.3, change the word *“Application”* to *“Submission”* and,

in Article 3.3 (a) change the word “*applicant*” to “*individuals*” and,
delete 3.3 (b) entirely.

The existing bylaw is:

ARTICLE 3 -MEMBERSHIP

3.1 Entitlement. Membership in THS shall be available to individuals who have a continuing commitment to furthering the objectives and participation in the activities of THS, including its administration and program delivery, and whose application for admission as a Member has been approved by the Board of Directors. The Board of Directors may also adopt membership rules providing, among other things, for the admission of Members, membership fees and the benefits and privileges accorded to each class of membership.

3.3 Application for Membership.

(a) *Application.* Applicants may seek membership in THS by making application in accordance with directions and procedures established by the Board of Directors or a Committee appointed by it.

(b) *Approval.* The Board of Directors or a Committee appointed by it, shall review applications for membership. Approval if given will be at the discretion of the Board.

The proposed bylaw is:

3.1 Entitlement. Membership in THS shall be available to individuals who have a continuing commitment to furthering the objectives and participation in the activities of THS, including its administration and program delivery. The Board of Directors may also adopt membership rules providing, among other things, for the admission of Members, membership fees and the benefits and privileges accorded to each class of membership.

3.3 Submission for Membership.

Individuals may seek membership in THS by making submission in accordance with directions and procedures established by the Board of Directors or a Committee appointed by it.

This amendment to the bylaws will be voted on at the AGM of January 29th, 2024.

Financial Report

In 2023, the Trinity Historical Society had a total revenue of \$340,328.99 as compared to \$511,154.00 in 2022; a decrease of \$170,825.01. The cost of goods sold in 2023 was \$41,520.76. Therefore, gross profit in 2023 was \$298,808.23. Of the 2023 revenue, \$123,726.16 was from 15 Government Grants, as compared to \$269,577.86 from 22 Government Grants in 2022. Government Grants must be applied for every year and require mid-term and final reporting. The process is very labour intensive, and the funding is not guaranteed. In 2023 our funding from Government Grants was decreased by \$145,851.70, a decrease of 54%. In 2022 we received some Federal Government funding and salary support related to the Covid pandemic. This funding was not available in 2023. Planning operations and budgeting for the next season is difficult in the face of uncertain funding. It is essential that we continue to develop revenue streams independent of these Government Grants.

Expenses for 2023 totalled \$438,440.59 of which \$293,555.11 (67%) was spent on personnel. In 2022 expenses totalled \$500,053.43 of which \$269,497.14 (54%) was spent on personnel.

We incurred some unanticipated maintenance costs in 2023. These costs were:

Lester Garland House exterior brickwork repair:	\$43,125.00
Lester Garland House window repair/painting:	5,813.25
Green Family Forge chimney:	18,750.00
Green Family Forge front wall repairs:	4,810.20
Installation of new single hung window for ventilation at the Green Family Forge:	743.00
Gravel for Forge flooring:	300.00
Support brackets for WWI Gun at Museum:	<u>200.00</u>
	<hr/> <u>\$73,741.45</u>

In 2023, we also increased our pay scale for our employees as recommended by our Human Resources Report such that we pay fair and competitive wages. The wage increase was retroactive to July 1st, 2022.

On the advice of Richard Power Inc., Chartered Professional Accountant, in 2023 we implemented Quickbooks accounting software to track our income and expenses.

Our expenses for 2023 exceeded our gross profit by \$136,837.01. Revenue, in particular revenue from Government Grants, was decreased. Unanticipated maintenance expenses were unavoidable in 2023 and contributed to the deficit.

We cannot continue to run a deficit and we must increase our revenue or reduce expenses in 2024 to balance our books by year end. We are taking active measures to increase revenue and

we will minimize expenses. If we continue to be in a deficit position as we progress through 2024, layoffs may be unavoidable.

The fiscal year end of THS is December 31st. The Financial Statements for 2022 are included with the documents made available for the AGM of January 29th, 2024. This 2023 AGM was postponed from the fall of 2023 due to the work required on the online auction in the period leading up to Christmas. The financial statement for 2023 will be presented at the next AGM.

Voting by Proxy

At the request of one of our members, the matter of voting by proxy was discussed at the Board of Directors meeting of April 20th, 2023. The intent of proxy voting is to provide an individual with the opportunity to participate in meetings that they are unable to attend in person, however it was pointed out that the Annual General Meeting is now conducted using video conferencing technology and provides meeting access to all members who wish to participate. It was moved and seconded that THS not adopt proxy voting. The motion was carried.

Projects, Infrastructure, and Activities 2023

Our projects and activities during 2023 are grouped into categories below for descriptive purposes. The categories are not mutually exclusive and significant overlap can be seen between some of the groups.

I. Projects

The Adopt a Headstone Project

The Adopt a Headstone Project was completed in June of 2023. All 188 headstones in St. Paul's Churchyard in Trinity were restored, as well as 6 headstones in the old Methodist Cemetery on High Street. Robyn Lacy and Ian Petty from Black Cat Cemetery Preservation completed their fifth work period on the restoration of the headstones in the churchyard at St. Paul's on June 14th, 2023. They have reset, repaired, and cleaned all of the headstones in the yard which is

about one headstone per hour of work. Some of the stones required extensive repair, whereas 37 simply required cleaning. Robyn and Ian are both archeologists and are experts in cemetery preservation. We are very pleased with their work. They have taught us much about the care of the headstones and what not to do to avoid damaging the stones.

We would like to express our sincere thanks to the many individuals who made donations to this project. Many of you who made donations are descendants of those who are in the churchyard, and we appreciate being able to make contact with you. Some of you have joined the Society and we welcome your membership.

As we previously reported, we completed the repair of the War Monument in Trinity and added storyboards which tell the stories of the 21 men whose names are on the monument in time for a ceremony on November 11, 2021. The storyboards were unveiled by descendants of these men. The repair of the Monument was done by Marsh Builders and Renovators Ltd.

The cost of the restoration and enhancement of the War Monument was \$12,661.60. We raised \$13,751.20 for this Project, which was Phase I of our churchyard restoration. We applied for and received a grant from Veterans' Affairs in the amount of \$5000.00, we received a donation from the Town of Trinity in the amount of \$2,500.00, and we raised \$4,060.00 in ticket sales for Pam Sullivan's hooked rug. The remainder of the funds raised came from private donations. The \$1,089.60 in excess of Phase I costs was applied to the restoration of the headstones. Phase II was restoration of the 50 headstones most in need of repair and Phase III was restoration of the remaining stones.

As noted above, the restoration of the headstones was performed by Black Cat Cemetery Preservation. The cost for Black Cat to perform this work over four and a half weeks was \$35,267.99. We incurred additional costs related to materials and transportation of \$1,508.43. The total cost of the headstone restoration was \$36,776.42. We received a grant from Come Home 2022 in the amount of \$13,000.00 and we raised \$3,700.00 on ticket sales on the painting donated by Ed Roche. Mike Murphy of Halifax won the hooked rug on tickets and he donated this back to the Society. The rug was then sold at our in-person auction in August 2022 for \$1000.00. Masonic Union Lodge #28 donated \$500.00. The remainder of the funds raised came from private donors. We raised a total of \$36,920.75 and were able to complete the project on budget.

Kevin Toope and Ian Morris were Co-Leads on the Project. The success of this Project depended on the efforts and contributions of numerous individuals. Once again, we would like to thank Corey Jones for providing accommodations for Ian and Robyn at Trinity Cabins free of charge for the four-and one-half weeks that they spent in Trinity, and we thank Pam Sullivan and Ed Roche for donating the beautiful hooked rug and painting for sale on tickets. We thank Ervin Locke for the donation of crusher dust used to stabilize the headstones. We thank those members of THS who helped with ticket sales, and we thank Pam Sullivan and Sharon Jeans for their communications expertise. We thank THS staff members Jim Miller and Dean Bailey for

their work in the organization and implementation of the Project and we thank Kyle Hurdle for his help on site.

We would again like to thank all of those who donated to the Project, those who bought tickets on the hooked rug and the painting, and the Government of NL for their support through the Come Home Year Program.

The Adopt a Headstone Project would not have been possible without this considerable effort and financial support.

The churchyard looks lovely following this restoration and we are very proud of what we have accomplished together. We believe caring for these headstones honours the memory of those who are buried there.

Rev. Dr. John Clinch Statue

The concept of erecting a statue in Trinity of Rev. Dr. John Clinch performing a vaccination was approved by THS in 2021. This idea was proposed by Ian Morris and would commemorate the administration of the first vaccination in the Americas (against smallpox) by Dr. Clinch in Trinity in 1800. Such a statue would honour Dr. Clinch and his achievement. It would also be a powerful symbol of the critical importance of vaccination in the prevention of infectious disease. This statue would be similar to the existing statue of Dr. Edward Jenner who developed the smallpox vaccination and who was a lifelong friend and colleague of Clinch. The gifted Newfoundland sculptor, Morgan MacDonald, has agreed to create this statue if funding can be secured.

Fundraising for this project is ongoing. In 2023, we made a request to Moderna Canada and Pfizer requesting funding for this project. Moderna replied in December 2023 and requested that we apply for funding to the Moderna Charitable Foundation. This application has been submitted. We also struck a Clinch Monument Fundraising Committee in 2023 to better organize our fundraising efforts. The members of this committee are Ian Morris (Chair), Kevin Toope, Maurice Devise, Sharon Jeans, Pam Sullivan, Michele DuRand, Kris Drodge, Geoff Dawe, Weldon Chafe, and Paul Stapleton. Ian met with Morgan MacDonald at his Foundry in December and Morgan will supply us with a computer-generated image of the proposed sculpture. We are corresponding with the Historic Sites and Monuments Board of Canada with regard to a site for this proposed monument. We will submit applications for funding to other pharmaceutical companies in 2024.

Lester-Garland Giftshop

The Lester Garland Giftshop is one area where we have the opportunity to generate revenue and the Board considered an increase in sales to be a priority in 2022. The giftshop is located on

the first floor of the Lester-Garland House at the back of the building, and this location may have a negative impact on sales. Possible relocation of the giftshop was considered by the Board in 2022. However, relocation was not felt to be feasible.

Ms. Daphne Clarke was appointed Giftshop Manager in 2022 and Directors Sharon Jeans and Pam Sullivan worked with Daphne and Jim Miller to help optimize sales at the shop. The inventory was increased and the displays rearranged. In 2022, new giftshop signage was added at the roadside adjacent to the concrete walkway leading to the side door of the LGH which is the giftshop entrance, flowers were planted along the sides of the walkway, and Adirondack chairs were added to the lawn adjacent to the giftshop entrance to make the area more inviting. In 2023, tours at the Lester Garland House were rerouted to end at the giftshop.

In 2023 we also implemented Square Point of Sales software at the giftshop which streamlined our transactions and enabled bar-coded inventory management. Square will also be used in our e-commerce site. This system has greatly improved our business operations.

Sales at the giftshop increased to \$44,539.75 in 2022 from \$6,160.00 the previous year. In 2019, the last season before the Pandemic, sales totalled \$19,900.00. In 2023 sales increased again to a total of \$97,543.52. These sales numbers include products sold at the Forge and the fall Craft Fair.

We are very appreciative of the efforts of all those involved and especially Ms. Clarke in making this project a success. The giftshop is one of the few places where we can generate the much-needed revenue required to meet the expenses of the Society.

Blacksmith For a Day Workshop

The concept of developing a one day “Forge Experience” at the Green Family Forge during which a group of attendees would create one item each from raw iron under the guidance of a Blacksmith was approved by the Board in 2022. This one-day workshop would increase revenue to help offset expenses at the Forge and provide additional publicity. The outline for this workshop experience was developed and the Safety Plan was written and approved by our insurance company in 2022. The Board intended to introduce this experience in the 2022 season. However, one of the two chimneys at the Forge was found to be cracked. This constituted a workplace hazard and the chimney had to be dismantled. The chimney was rebuilt in the spring of 2023 but was not fully operational until the end of the summer season. Therefore, this Forge Experience Project had to be postponed again until 2024. We plan to operate this workshop during this coming season. Advertising will be initiated in February and booking for these workshops will be available online.

Hiking Trails of Historic Interest

In 2021 THS endorsed the creation of two new hiking trails of historic interest, one on the South Side and the other an extension of the Lower Gun Hill Trail to Walter's Point and Taverner's Point. The South Side Trinity Trail was completed, and signage was placed in 2022. Three members of THS (Ed Burry, Kevin Toope, and Ian Morris) performed maintenance on the trail in 2023. The Walters Point to Taverner's Point section of the Lower Gun Hill Trail was also rerouted closer to the shoreline and signage was placed. The views of Northwest Arm, the Narrows, and Trinity from this trail are stunning. Further work was also done on the hillside section of the trail between Gun Hill and Walters Point and "You Are Here" signs were placed. Storyboards which will present the historical features of both trails were not erected in 2023 but will be placed in 2024. Ed Simmons and Deborah McGrath, both members of THS, donated four beautiful composite Adirondack chairs which were placed, two each on the grassy area at Taverner's Point and on Walters Point. These chairs make lovely sitting areas and are welcoming to visitors. We are grateful to Ed and Deborah for their generous support of our Society.

In February 2022 the Board made a written request to the Town of Trinity that the Council apply to the Provincial Government for a Licence to Occupy the area of the railbed from Gott's Cove to Trinity East and the adjacent area of Newell's Neck, such that a hiking trail could be created there. As of December 2022, the Licence to Occupy had not been granted and THS requested that the Town apply for a Licence to Occupy the section from Gott's Cove to Lockston, as this might be granted more quickly. This new application was resubmitted in 2023. This License to Occupy is still pending.

Logo Revision

As reported in our 2022 Annual Report, two members of our Board of Directors, Pam Sullivan and Sharon Jeans, worked with our IT Specialist, Dean Bailey during the latter months of 2022 to develop a new logo for THS. This new logo features an image of the iconic Lester-Garland House which serves as our headquarters. The revised logo was adopted by the Board at the meeting of December 14th, 2022, and launched in January of 2023. It now appears on all our communications.

Town Map and App

THS sent a written recommendation to the Town of Trinity that the Council develop and install a detailed sitemap of all the historic sites, points of interest, businesses, and restaurants in Trinity. This was approved at the Council Meeting of March 2022. THS was informed that the sign would be installed near the Post Office, however, this has not yet been done. THS will continue to advocate for this in 2024.

In 2022 THS further recommended that the Town develop an interactive mobile APP of all the sites, landmarks, and businesses in the area. This APP would require cellphone coverage in Trinity which currently is poor. THS will continue to advocate for this. THS also recommended that the Town add an events tab to the Town website such that visitors could be kept informed about upcoming activities. We will continue to advocate for this.

Waterfront Redevelopment

Our Waterfront Redevelopment Proposal was submitted to the Department of Tourism, Culture, Arts, and Recreation (TCAR) and copied to the Department of Transportation and Infrastructure and the Department of Industry, Energy, and Technology in September. Ian Morris was then invited to present the Proposal to the Assistant Deputy Minister of TCAR, Gerry Osmond, on October 4th, by Zoom. He did a PowerPoint presentation. The presentation was well received. Ian was informed that there was legislation that prevented the sale of property designated as Heritage Land. However, a lease arrangement was possible similar to that which exists for the LGH. Ian received an email thank you from Mr. Osmond and was informed that his Department would let us know the next steps that would be required in this proposal. At this point we need to get a sketch of the proposed buildings. Mr. Frank LaPointe has agreed to do a preliminary sketch for us.

II. Infrastructure

Repairs at Lester-Garland House

Deterioration of exterior brickwork at the Lester-Garland House was noted in 2022. Repair of this brickwork was completed in 2023 by Vince Valvasori, the same stone mason who worked on the reconstruction of the building in 1996-1997. The cost of these repairs was \$43,125.00.

The windows at LGH also required repair and caulking. This was completed in 2023.

Internet service at the LGH has been very poor and we therefore changed our internet provider to Eastlink in the spring of 2023.

The Archive Room at the Lester Garland House has not had adequate climate control to protect the documents stored there. We purchased a dehumidifier in 2023 and will purchase a portable air conditioning unit in 2024. A thermometer and hygrometer have been placed in the room.

The Green Family Forge

As noted above, one of the two working chimneys at the Forge had to be dismantled in 2022. The cost of taking down this chimney was \$2,300.00. The chimney was rebuilt in April 2023. The cost of this rebuild was \$18,750.00. We were able to secure a grant from Heritage NL in the amount of \$13,500.00 toward the Forge repairs.

The historic bellows at the Forge has not been operational for several years. This bellows is not used by the Blacksmiths for production but is a popular tourist attraction. The action of the bellows is demonstrated to visitors by the Blacksmiths. In 2023 we located a leather worker who can rebuild the bellows at an estimated cost of \$5,200.00 + HST. The bellows was scheduled to be transported to the repair shop in the fall of 2023, but this had to be postponed until January 2024. We obtained a grant in the amount of \$5,600.00 toward this repair.

Significant dampness has been noted by the Blacksmiths in the earth floor at the Forge. A drain was created in the summer of 2022, but the dampness persisted. A sump pump was installed in the existing shallow well in the building in the fall of 2022 and the Blacksmiths modified this drainage. The wooden flooring was removed in 2023 and replaced by crushed stone.

Bowing of the front wall of the Forge was also noted in 2022 with consequent damage to the front window. Repair of the wall and the window was completed in 2023. The south wall of the Forge was also noted to be in serious disrepair. This was inspected by a contractor and the estimated cost to repair this south wall is \$28,360.00. We will need to secure funding before we can embark on this repair.

The stocks and whipping post located in the garden of the Green Family Forge were noted to be badly rotted at the start of the 2023 season. This popular tourist attraction was dismantled and new stocks and whipping post constructed.

In 2023, THS received a donation from the Perlin Family Trust to be used for repairs to the Forge in the amount of \$10,000.00. We are very grateful for this support.

Trinity Courthouse

The space at the Courthouse is leased and continues to be fully occupied by the Trinity Chocolate Company (TCC). The Trinity Chocolate Company currently supports five full time positions, all within Trinity Bight, and twenty-eight seasonal positions. Of this complement, 10 seasonal employees were based in Trinity in 2023. Trinity Chocolate Company is a major

contributor to the economy of Trinity Bight. THS is pleased to be able to facilitate the growth and success of a local company while securing revenue to help maintain this beautiful 1903 historic landmark building.

World War I Gun in the Museum Garden

In 2023, the wheels of the First World War German Krupp Gun located in the garden of the Museum were noted to be badly rotted and at risk of collapse. The gun was remounted on a concrete block and supported on steel brackets positioned under the axles.

III. Publications/Communication

Newsletter

In February we initiated our Mail Chimp monthly newsletter. The Newsletter contains rotating photographs of our sites, news, an historical story, the Memorial Newsletter presenting the story of the men remembered on war memorials and church windows in the Trinity area, and information on upcoming activities and events. This format contains a measuring tool which enables us to measure the success of our communication. The initial newsletter in February was opened by 102 email recipients.

THS Website

The THS website was redesigned by Pam Sullivan, Sharon Jeans, Dean Bailey and Jim Miller in the winter of 2023 and the new website was launched on April 17th. The e-commerce section of the website was redesigned and now uses the Square platform as an integrated point of sale system. The new e-commerce site was launched in June 2023.

The Trinity Bight Enterprise

We continued to publish The Trinity Bight Enterprise in 2023. In 2021 we added a copy of the Newsletter in each issue of the Enterprise. We also added a crossword puzzle developed by Kevin Toope, with questions on topics related to Trinity Bight. Kevin composes the crossword questions each month using a Trinity Historical Society Question Bank, which we have created.

If any members have questions to contribute to this bank, please send them to kevintoope@gmail.com. We also added a guest author article in each issue on a topic related to Trinity Bight. The Enterprise is distributed as a paper copy to residents of Trinity Bight and is published on our website.

In 2023 we leased a new colour collating copier which decreased the hours required to put the Enterprise together and has allowed an expansion of content. We may be able to increase revenue by offering printing services with this copier as well.

Advertising rates were increased 25% in December 2023. The advertising rates had not been raised for many years. Complementary adds are available for not-for-profit organizations. Revenue generated by The Enterprise in 2023 totaled \$3942.70. We have an opportunity to increase the number of businesses which advertise in the Enterprise and increase our revenue.

IV. Organization/Personnel

Recruitment of Blacksmith and Cooper

In 2021, it was the consensus of the Board that a third Blacksmith needed to be recruited. Wade Ivany, the Senior Blacksmith, is nearing retirement age and it was felt that a new Blacksmith should be recruited such there was a period of overlap prior to his retirement. This would provide a period of mentorship and skill development for the new Blacksmith.

In December 2023, we were successful in this recruitment. Kyle Downey, a Blacksmith with seven years of experience, accepted the position of Blacksmith with THS. We will attempt to secure some funding for this position from a government program. We will also prioritize production of products with higher profit margins at the forge to increase revenue. The Blacksmith Experience Workshops will also increase revenue. In 2023, we established a cost centre for the forge to better enable us to evaluate its operations.

Darren Hookey, started work as a Cooper with THS on May 9, 2022 but resigned at the end of the 2022 season, as we were unable to provide enough weeks of work for him. We did not have the services of a Cooper in 2023. Hedley Johnson supplied a number of whale tail and codfish cutting boards at a wholesale price that we sold at the giftshop. We are exploring the possibility of implementing a Cooper in residence, sponsorship of an apprentice, hosting visiting Coopers, or renting the space to a woodworking firm or individual.

Internal Communications

Monthly staff activity reports were introduced in April 2022 to facilitate communications between the staff and the Board. These were continued in 2023.

Strategic Planning Session

An in-person Strategic Planning Session facilitated by Ms. Eleanor Dawson was held on June 27th and 28th, 2023. At this session a Strength, Weakness, Opportunity, Threat (SWOT) Analysis was performed, six priorities for THS were identified, as well as objectives for each priority. Funding sources were discussed, and a list of potential sources created. The importance of measurement of the results of activities was recognized. A THS 2023 – 2026 Strategic Plan was developed at this session and reviewed by the Board in September. The cost of this session was \$5,062.00 We were able to secure funding in the amount of \$3,215.00.

Human Resources Review

At the Board meeting of July 21st, 2022, the Human Resources Committee proposed that a Human Resources Consultant be engaged by THS to undertake a review of the organization and develop position descriptions for staff. The Board agreed to proceed with this review at a special meeting on August 10th, 2022. Fagan Consulting was subsequently engaged to perform this review and a review of staff remuneration was added.

The Fagan Report was submitted to the Board on December 21st, 2022. The report and its recommendations were reviewed by the Board in January 2023. The cost of this review was \$14,900.00. Financial support in the amount of \$5,000.00 was obtained from the Consulting Advisory Services (CAS) program of the Atlantic Canada Opportunities Agency (ACOA) through the Community Business Development Corporation (CBDC) Clarendville Office. The remaining \$9,900.00 was paid in the 2022 fiscal year.

As recommended in the Fagan Report, we increased wages for our staff to a fair and competitive level. These increases were retroactive to July 1st, 2022. The increases were paid out at the time the staff members returned to full time employment for the 2023 season. Historically, the hours worked per week varied among the staff. As recommended by the Fagan Report, we worked toward a standard 40-hour work week for all staff members. Our Museum Supervisor, Linda Ballett, moved to a 40-hour week from 35 hours per week.

Job descriptions and Human Resource Files for staff were developed and implemented. The development of an HR Policy Manual was begun.

Summer students

The number of summer students who apply for jobs at THS has decreased in recent years. We were able to get funding for 11 students but filling these positions was a challenge. If the trend continues, it is likely we will not be able to depend on summer students to staff our sites. In 2023 we did not have enough students to staff the Clinch Exhibit at the Methodist School House and we operated this site as a self-guided tour.

Operational Plan and Budget

An annual written operational plan and budget prepared by Jim Miller was implemented in 2022 and was used in 2023. The 2024 operational plan and budget was presented to the Board and approved in December 2023.

V. Membership

Membership in THS was 107 at the beginning of 2022 and 117 members in December 2022. The number of members had been relatively constant in this range for a number of years. In March 2023, the Board developed strategies to increase membership which included advertisements and solicitation by Board members. The goal was to increase membership to 150 members. As of December 2023, membership had increased to 164.

VI. Awards

Loyal Trinity Volunteer Ranger Award

In 2021, it was recommended by member Capt. Kris Drodge that the THS establish a Loyal Trinity Volunteer Ranger Award to recognize an individual who has demonstrated a commitment to the promotion and preservation of our collective heritage. The Board endorsed this recommendation and terms of reference were created. Nominations are requested from the membership and the recipient selected by the Board.

The second annual Loyal Trinity Volunteer Ranger Award was presented posthumously to David White at the Trinity Historical Society Auction at the Museum garden in August 2023. David's son Ian accepted the award on behalf of his father.

The Trinity Historical Society Rupert Morris Memorial Scholarship

The THS Scholarship at Bishop White School established in 2021 was combined with an endowment from Dr. Brian Rusted in 2022 and renamed The Trinity Historical Society Rupert Morris Memorial Scholarship. The second combined scholarship in the amount of \$200.00 was awarded in 2023 to Ethan Johnson.

VII. Activities/Events

July 1st Memorial Ceremony

Trinity Historical Society held a Memorial Day Ceremony in St. Paul's Churchyard in Trinity on July 1st, 2023, to honour the memory of the men and women who lost their lives in World Wars I and II. The ceremony was led by Kris Drodge and was very moving. There were about 100 people in attendance.

November 11th Memorial Ceremony

Trinity Historical Society also held a Ceremony of Remembrance in St. Paul's Churchyard in Trinity on November 11th, 2023 to again honour the memory of the men and women who lost their lives in World Wars I and II. Once again Kris Drodge organized and led the ceremony. There were about 70 people in attendance.

Music Event at Rocky's

THS hosted a fundraising music event at Rocky's Place in cooperation with Corey Jones on July 29th, 2023. The band, "The Aldermen", performed free of charge as a donation to the Society. Admission was \$10.00 and the capacity at Rocky's was 140 people. The event was very successful. THS made a profit of \$1637.00.

Summer Lecture Series

THS hosted a series of five evening lectures during July and August of 2023. The presenters were Diana Baird and Jonathon Moir, Paul Snelgrove, Paul Dean, Ed Burry, and Dave Paddon. Three of the lectures were held at Ryan's Shop, Dave Paddon's "Recitations" was held at Rocky's and Paul Dean did his Geology Walking Tour at Fort Point. The presentations were well received. Attendance ranged from 22 at the walking tour to 46 at the Recitations. The series generated \$2,100.00 in revenue.

At the request of one of our members, in 2024 we will explore the option of producing an audio-video recording of these lectures and posting these recordings on our website where they could be viewed for a fee. This would make the lectures available to a much larger audience and could generate revenue for the Society.

Wessex Presentation

Kevin Toope and Ian Morris were invited by the Wessex Society to give a presentation on "The Preservation, Presentation, and Promotion of Trinity and its History" on behalf of THS on March 8th, 2023. This presentation can be viewed on the Wessex and THS websites.

Staff Seminar.

A staff seminar was held on June 12th to kick off the 2023 season to enhance communication and build relationships between the Board and the staff. An overview of Board governance and purpose was presented by Ian Morris

Buy a Brick Campaign

The "Buy a Brick Campaign" was developed by Michele DuRand, Sharon Jeans, Jim Miller, and Dean Bailey in an effort to raise funds to help pay for the rebuilding of the chimney at the Green Family Forge. The campaign was launched at the end of May. Nineteen hundred dollars (\$1,900.00) was raised.

Pen-Pal Program at Bishop White School

The THS continues to participate in this program which promotes intergenerational communication between seniors and youth in the area. Multiple members of THS have agreed to be pen-pals for students at Bishop White School. The program is administered by Daphne Clarke.

THS Auction

The in-person auction was held in the Museum Garden on August 18th, 2023. The use of our Square technology significantly improved the time required to process payments. The weather was threatening but we were able to hold the auction in the garden of the Museum. The net revenue from the auction was \$21,278.00. Use of a tent will be considered in 2024 to avoid last minute cancellation and damage to auction items.

The online auction was held on November 30th – December 4th. Wayne Bartlett of Bartlett's Auctions generously allowed us to use his platform free of charge and Noel O'Dea allowed us to use South Beach on Duckworth Street to show some of our items. We thank them both. We are very grateful for their support of THS. The members of the online auction committee included Chris O'Dea, John O'Dea, Sharon Jeans, Pam Sullivan, Amanda Mitchell, Kris Drodge, and staff Jim Miller, Dean Bailey, and Daphne Clarke. We raised \$18,753.00 at this event.

THS Golf Tournament

The THS Golf Tournament was held on September 9th, 2023, at Terra Nova. The View where we previously held our Golf Tournament has closed its operations. There were 17 sponsors and registration for this event was 30 as compared to 42 in 2022. Revenue from the tournament totaled \$6,882.00 and net revenue was \$5,238.00. The closure of The View caused some uncertainty about the venue and limited our ability to advertise. We have booked Terra Nova for September 21st, 2024. We will explore our options to expand the tournament and increase the revenue generated.

CBC Interview with Adam Walsh

Kevin Toope, Ed Burry, Ian Morris, and Morgan MacDonald were interviewed by Adam Walsh on CBC The Signal on October 16th about the proposed Clinch Monument. The interview can be accessed at:

<https://www.cbc.ca/listen/live-radio/1-89-the-signal/clip/16016087-practically-hip-who-think-deserves-monument-n.l>

Medical History Symposium

A committee was struck in 2023 to plan for a Medical History Symposium which we plan to host at Rising Tide Theatre in Trinity on May 24th and 25th, 2024. The committee is comprised of: Ian Morris (Chair), Kevin Toope, Eric Parsons, Trudy Metcalfe, Weldon Chafe, Ian Landells, and David Metcalfe. Active planning began in October. Kevin Toope, Ian Morris, Pam Sullivan, and

Sharon Jeans worked with Jim Miller and our IT Specialist, Dean Bailey, to create the online advertising/brochure/registration which was launched in January 2024.

Exhibits Hosted

In 2023 from mid-May until mid-August, we hosted *A Captain's Life at Home and at Sea* which focused on the Randell family of Port Rexton and their involvement in the sealing industry. This exhibit was on loan from the Sealer's Museum in Elliston. From mid-August to mid-September we hosted the works of Miya Turnbull as part of the Bonavista Biennale.

Fort Point Site

The Fort Point Historic Site continues to be underutilized. As noted above, visitation at the Fort was decreased in 2023 as compared with the previous year. We hosted two breakfasts at Fort Point on July 1st at which 29 people attended and August 5th at which 20 people attended. The breakfast scheduled for September 2nd was cancelled as only 2 tickets had been sold. Paul Dean's walking tour "The Why's and When's of Fort Point" was held at Fort Point on the evening of July 27th, 2023. It was spectacular.

Community and Children's Programs

THS offered four freezer meal sessions throughout the winter of 2023. We also hosted two paint nights with Anastasia Tiller, one in February and one in April. This was an intergenerational program in which children, adults, and seniors were encouraged to participate. These events were organized by Daphne Clarke. We took part in the Historic Places Day on Saturday, July 8th which offered free admission to our historic sites.

Craft Fair Participation

In 2023 Jim Miller represented THS at the Craft Council of NL Christmas Craft Fair in St. John's, November 9th - 12th. THS sold \$9,952.90 worth of products from the Forge and Cooperage. Our net profit was \$7,691.64. We did not participate in any other craft fairs.

Donations

Ada Green Nemec Endowment

We continue to receive the annual dividends from this Trust. In 2023 we received \$10,077.71.

ClanMac Donation

We are grateful to the ClanMac Foundation for their \$5000.00 donation in 2023. ClanMac has made a regular donation to THS for many years, and we thank them for their generosity.

Gift from Estate of Betty May Wallis

In 2021 THS received a donation from the estate of Betty May Wallis of Poole, England in the amount of \$218,415.35. The donor directed that these funds were to be used for the ongoing operation of the Lester-Garland House which can include funding for operations, maintenance, restoration, and programming. Of this amount, \$18,415.35 was allocated for current needs at the House in 2021 and the remainder of this donation was invested with Manulife Securities in the spring of 2022. The annual income from this investment will be used to offset ongoing expenses incurred at the LGH. In 2023 we received \$9,487.52 from this Fund.

The Perlin Family Trust

We received a donation of \$10,000.00 from The Perlin Family Trust which was to be used on the repairs of the Green Family Forge. We are very grateful for this donation.

Projects and Activities in 2024

Our ongoing projects and activities will continue. 2024 is our 60th Anniversary Year and some of the activities listed below are special projects in celebration of this event.

Medical History Symposium

As noted above, in May of 2024 we will host an in-person Medical History Symposium in Trinity. This will be part of our 60th Anniversary Celebrations. The presentations will include: Medical Stories from Trinity, The History of the Delivery of Medical Care in Newfoundland and Labrador (NL), Childbirth in Newfoundland, Some Historical Perspectives, The Rev. Dr. John Clinch Story, The History of Vaccination in NL from smallpox to mRNA, The History of Pharmacy in NL, and The Past, Present, and Future of Telehealth in NL. Eight local businesses with accommodations donated a room each for one of our guest speakers for the nights of May 24th and 25th. We have applied for Continuing Medical Education Credits. The link to the online brochure was sent to all of our members and many other medical and history groups in January.

For more details and to register:

<https://www.trinityhistoricalsociety.com/symposium/index.html>

Exhibition of the art of Frank Lapointe

During July and August 2024, we will host an exhibit of the art of Frank LaPointe in the Exhibit Room at the Lester Garland House.

Renewal of the Trinity Museum

We have applied for funding to re-curate the Trinity Museum as part of our 60th Anniversary Celebrations. We also plan to incorporate the tradition craft of rug hooking in this plan.

Sponsor Recognition Program

We plan to develop a Sponsor Recognition Program in 2024 which would include an in-person event in April or May. This will be an excellent opportunity to update the business community on our anniversary plans.

THS Auction

We plan to hold our in-person auction in the garden of the Museum on August 16th, 2024. We will not have an on-line auction in 2024.

Clinch/Vaccination Statue

Fundraising efforts for this project will continue. As in 2023, we will direct our attention primarily to corporate donors. The achievement of the Rev. Dr. Clinch in Trinity was highly significant in the prevention of infectious disease. We plan to champion this as part of our 60th Anniversary Celebrations.

Hiking Trails

We will continue to promote the hiking trails on the South Side and to Walters Point and will add storyboards that will tell the history of these areas. We will continue to advocate for the creation of a hiking trail to Newell's Neck and the railbed trail between Trinity and Lockston.

Maintenance at the Green Family Forge

As noted above, extensive repairs are still required at the Green Family Forge. We will continue to fundraise for this.

THS Summer Seminar Series

We plan to host at least six evening seminars on topics of local interest during July and August of 2024. We plan to make audio-visual recordings of the seminars and make these available on our website. This series will be part of our 60th Anniversary Celebrations.

Digitization of THS Archives

Digitization of our Archives is important to protect the paper record from deterioration, create an electronic copy as a backup should the paper record be destroyed, and to permit remote access. Digitization will allow the THS Archives to be accessed from anywhere in the world that has an internet connection. Making the THS Archives available for research remotely will add to the historical resources available, raise the profile of our Society and expand its influence. This may result in an increase in membership and funding but most importantly it helps preserve our history.

The Slade-Kelson and Ryan Diaries have already been digitized. However, this is just a tiny fragment of our inventory, and digitization of the remaining records is a huge undertaking. We were unable to accomplish additional digitization of our records in 2023. A grant has now become available through the Documentary Heritage Communities Program, and we have applied for this. We will prioritize the Anglican Parish of Trinity Records as the next group of files to be digitized.

Waterfront Development

The reconstruction of some of the waterfront properties of the Lester-Garland Premises, which were constructed in the 1760s or before, and removed in the 1960s, was identified in the THS Long-Term Plan of 2000. These buildings would recreate the historic waterfront and provide the opportunity for a variety of uses as business or community ventures. This of course is a major project comparable to the rebuilding of the Lester-Garland House in 1996-1997 and would require the cooperation of multiple levels of Government. We will continue to interact with Government and advocate for this development.

The Trinity Historical Society would like to facilitate this historically important development which would be of great economic benefit to the Town.

Conclusion

Trinity Historical Society continues to preserve, present, and promote the history and heritage of Trinity and the surrounding area. We will continue to maintain our historic buildings, preserve the heritage trade of blacksmithing, and connect visitors and members with our past through our archives, publications, programming, and events. We are exploring ways to preserve the historic trade of coopering at our Cooperage. We are actively involved in the planning and fundraising for several large projects such as the Clinch Monument, Waterfront Redevelopment, and digitization of our Archives. The Society promotes economic development and in particular tourism, which is intimately related to our activities. It also provides local employment and itself contributes to the local economy.

THS is highly dependent on Government grants to fund its operations, and the receipt of these grants is uncertain from year to year. This uncertainty makes planning and budgeting difficult. In 2023, our funding from government grants was dramatically reduced and this significantly contributed to our deficit position at the end of the year.

The Society is appreciative of Government funding; however, it is essential that THS generate revenue from other sources to decrease its dependence on Government. Revenue from rental income, donations, sales at the Lester Garland Giftshop, the Green Family Forge, and the Cooperage, and fundraising activities, such as the auction are important to help fund our operations and allow the Society to fulfill its mandate. We are very appreciative of the legacy donation, endowment, and other donations that we have received, and we welcome other such support. Donations have made a very significant contribution to our operations and will continue to be an important component in the future.

In 2024 and beyond, it is critical that we identify ways to increase our revenues such that we can meet our expenses. We need to increase our efforts to expand tourism in Trinity, attract more visitors to our historic sites, and offer more services and products. We also need to be mindful of expenses and minimize these as much as possible.

The day-to-day operation of THS requires organization, visitor engagement, and lots of hard work. We are fortunate to have a dedicated group of skilled employees, and the Board of Directors would like to take this opportunity once again to express our appreciation for all their efforts on our behalf. We thank Jim Miller for his help in the preparation of this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ian Morris', with a stylized flourish at the end.

Ian Morris,
President

On behalf of the Board of Directors:

Kevin Toope, Vice President
Sharon Jeans, Secretary
Maurice Devine, Treasurer
Pam Sullivan
Michele DuRand
Kris Drodge