



July 18, 2025

Cowichan Valley Regional District
175 Ingram St.
Duncan, BC. V9L 1N8

Dear Ms. Bowen,

On behalf of the Mill Bay/Malahat Historical Society I would like to take this opportunity to thank you, the CVRD and Director Segall, for the funding our society receives.

As you can see from our proposed budget we are requesting \$10,000.

Our major expense in the coming year will be the production of the live theatre show featuring true stories from Vancouver Island's history that we were forced to postpone this year.

As well we will continue with all the community activities outlined in the accompanying information as well as increase the number of Mystery History Tours and Guest Presentations.

Again, we thank you and the CVRD for your continued support which enables us to make the history of Mill Bay and the Malahat a permanent part of our community's future.

If you have any questions regarding our funding or the information provided, please don't hesitate to contact me.

Sincerely,

Maureen Alexander

MBMHS President dalexander2@shaw.ca 250 743 9196

MBMHS Use of Allotted Funds for 2025



Artifact Acquisition: Some of our funds went to the purchase and preservation of local artefacts stored in our Archive Building located next to the Heritage Museum.



Heritage Museum: We manage, staff and contribute funds to the operation of the Heritage Museum located in the former United Church in Mill Bay. The museum is open to the public and we also did several free private tours for local community groups.

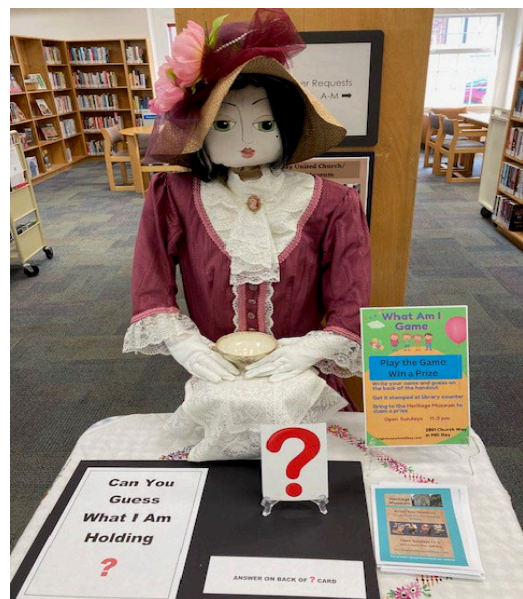
Community Displays:

We also created historical displays for community groups which involved a cost for supplies and transportation.

The Cobble Hill Fair 2025



The Vancouver Island Regional Library (Mill Bay Branch) monthly display.



White Cross Community Event 2025

We placed white crosses on veterans' graves at Shawnigan Cemetery, St. Francis Xavier Cemetery, Mill Bay United Church and Dougan's Cemetery. Our annual event recognizes those veterans who were not killed in the war and therefore are not included in Nov. 11 cenetaph ceremonies but are buried in the local cemeteries. Funds were spent on wood and paint to refurbish existing crosses and construct new ones.



Mystery History Tours: We organized 4 group tours to places of historic interest and used some of our funds for entrance fees and gratuities for tour guides.



BC Aviation Museum in Sidney.



Military Museum in Nanaimo

Tea and Tales: We organized refreshments and presentations by guest speakers.

Funds were used for rental of the hall, food and gratuities for speakers.

Former President of the BC Aviation Museum at the Mill Bay Community League Hall.





Community Presentations: We offered free history presentations to community groups. Funds being spent of supplies and transportation.

Presentation to the Free Masons at the Mill Bay Masonic Hall.

Promotion: We pay monthly for the maintenance and development of our MBMHS website and Facebook Page as well as the cost of graphic design and printing of promotional posters, handouts and signs.

Local Interviews: We also began researching and recording the history of local pioneers and started creating a video a project that will continue in 2026.

Thanks to the funding provided by the CVRD we hope to continue these activities as well as start several new projects in 2026 in order to provide residents and newcomers alike with an opportunity to look back and reflect on the people and events that have made our community what it is today.

The preservation of local history is vital to creating a sense of who we are as a community, especially as the Mill Bay and Malahat areas continue to grow and change.

For More Information please contact:

Maureen Alexander MBMHS President dalexander2@shaw.ca

Mill Bay Malahat Historical Society
Income Statement 03-01-2024 to 02-28-2025

REVENUE

Revenue	
C.V.R.D.	10,000.00
Country Grocer Donations	400.00
Donations	1,061.20
Memberships	350.00
Theatre Productions	6,619.90
Interest Income	968.10
DVD sales	170.00
Total Revenue	<u>19,569.20</u>
TOTAL REVENUE	<u>19,569.20</u>

EXPENSE

General & Administrative Expe...	
Donations	440.00
AGM & Meetings	127.82
Advertising	268.26
Bank Service Charges	1.68
Brochures & Printing	698.00
Theatre Production Expenses	7,491.43
Business License & Fees	40.00
Computer & Supplies	697.77
Display	124.62
Museum operating expense	1,300.87
Insurance	1,677.00
Office Supplies	525.51
Staff Development	16.43
Seeds & Salt Scripts	4,500.00
Repairs & Maintenance	124.75
Web site	941.66
Total General & Administrative...	<u>18,975.80</u>
TOTAL EXPENSE	<u>18,975.80</u>
NET INCOME	<u><u>593.40</u></u>

Mill Bay Malahat Historical Society

Balance Sheet As at 02-28-2025

ASSET

Current Assets	
Bank - ISCU	16,700.72
Business StepUp 6Plus6 #4	20,320.33
ISCU-shares	6.56
Petty Cash	68.44
Total Current Assets	<u>37,096.05</u>
Fixed Assets	
Museum Storage Container	32,144.00
Total Fixed Assets	<u>32,144.00</u>
TOTAL ASSET	<u><u>69,240.05</u></u>

LIABILITY

TOTAL LIABILITY	<u>0.00</u>
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EQUITY

Retained Earnings	
Opening Balance Equity	51,204.16
Unrestricted Net Assets	17,442.49
Current Earnings	593.40
Total Retained Earnings	<u>69,240.05</u>
TOTAL EQUITY	<u>69,240.05</u>
LIABILITIES AND EQUITY	<u><u>69,240.05</u></u>

Mill Bay/Malahat Historical Society Proposed Budget 2026

Revenue:

C.V.R.D.	10,000.00
Donations, Membership,	400.00
Country Grocer fundraising	300.00
Live Theatre show	5,000.00
Interest Income	600.00

Total Income: **16,300.00**

Expenses:

Archival Supplies and Equipment	1700.00
Displays in the Community	400.00
Venue rental/food for Guest Speaker Presentations	600.00
Community Events (White Cross, Cobble Hill Fair)	300.00
Brochures/Pamphlets/Promotional Printing	500.00
Advertising	500.00
Computer and Office Supplies	200.00
Insurance	1775.00
Postal Box	164.00
Repairs and Maintenance	200.00
Society & Charity Registration Fees	80.00
Web site/Social Media Design & Maintenance	1600.00
Heritage Museum Operation	1000.00
Venue rental for theatre show	590.00
Props, set, costumes for show	300.00
Wages for theatre cast, director, scriptwriter	5,500.00
(this is a reduced cost because the scriptwriter was paid last year for a show that had to be postponed so we will use the same script for this year's show)	
Theatre Venue Rental	400.00
Monthly meetings	200.00
Volunteer Appreciation cards/gifts	200.00

Total Expenses: **16209.00**

