



Société  
pour la Sauvegarde  
du Patrimoine  
de Pointe-Claire

## **Are you looking for a good 2015 resolution?**

### ***PARTICIPATE AND ENHANCE THE LIFE OF YOUR COMMUNITY!***

The Société pour la Sauvegarde du Patrimoine de Pointe-Claire needs you!

#### **BECOME A MEMBER (5\$/YEAR)**

- RECEIVE OUR NEWSLETTER
- BE AWARE OF HERITAGE-RELATED ISSUES
- PARTICIPATE IN OUR ACTIVITIES
- PARTICIPATE IN OUR GENERAL ASSEMBLY
- OPEN TO POINTE-CLAIRE RESIDENTS AND NON-RESIDENTS

#### **BECOME A MEMBER OF THE BOARD OF ADMINISTRATION: ONE MORE SPOT AVAILABLE!**

- ANALYSE THE MAIN HERITAGE ISSUES OF POINTE-CLAIRE AND DISCUSS THEM
- DEVELOP NEW APPROACHES AND SOLUTIONS IN LINE WITH OUR MISSION
- INFLUENCE DECISION-MAKERS AND STAKEHOLDERS IN HERITAGE MANAGEMENT
- EDUCATE THE COMMUNITY ABOUT THE MULTIPLE BENEFITS OF SAFEGUARDING OUR HERITAGE;
- PARTICIPATE IN THE ORGANISATION OF OUR PROJECTS AND EVENTS
- MONTHLY MEETINGS (10 2-HOUR MEETINGS A YEAR)
- BROADEN YOUR NETWORK
- PUT YOUR IDEAS AND SKILLS TO WORK FOR THE COMMUNITY

#### **BECOME A VOLUNTEER**

##### *OUR NEEDS (SEE DETAILS BELOW)*

- FUNDING RESEARCH
- HELP WITH KIOSQUES AND EVENTS
- TRANSLATION (FRENCH TO ENGLISH)
- HISTORICAL AND GENEALOGICAL RESEARCH
- NOTARIAL RESEARCH
- WEBSITE REBUILDING
- LOGISTICAL HELP

We are recognized as a charitable organisation because of our educational component.  
We issue receipts for income tax purposes.

Information :

Claude Arsenault, 514-693-9114

[info@patrimoinepointeclaire.org](mailto:info@patrimoinepointeclaire.org) [www.patrimoinepointeclaire.org](http://www.patrimoinepointeclaire.org)

## **OUR VOLUNTEERING NEEDS**

### ➤ **FUNDING RESEARCH**

- We are a non-profit organization. Our operation and projects depend entirely on donations.
- All donations are welcome, but we specifically target businesses or large donors with "roots" in Pointe-Claire or links to Pointe-Claire's history
- Organization of fundraising and ad hoc campaigns.

### ➤ **HELP WITH KIOSQUES AND EVENTS** (between 4 to 6 times a year)

- Installation of the booth
- Recruit new members and complete their registration
- Sale of products (calendar, maps, brochures)
- Answer questions
- Note that we are always a few people at the kiosk
- Bilingualism is greatly appreciated!

### ➤ **TRANSLATION (FRENCH TO ENGLISH)**

- We regularly send newsletters, press releases and various messages. These are usually short texts that need to be translated.
- All publications are bilingual (calendars, papers, etc.) so we need to translate them, as well as the minutes of our annual meeting.
- Work from home or from another place, to the volunteer's convenience

### ➤ **HISTORICAL AND GENEALOGICAL RESEARCH**

- Syntheses on specific topics (eg. a particular family or character). We provide deeds and other documents as required.
- Work from home or from another place, to the volunteer's convenience
- Other options: archival research, microfilm research (newspapers)

### ➤ **NOTARIAL RESEARCH**

- The titles chain is the list of owners for a given lot, with the dates and amounts of transactions and other pertinent details. These give a very complete and detailed picture of a sector.
- The information is found in deeds, in burrows books, etc. We provide these documents.
- This is therefore to summarize the information and to find the missing information (detective work in history!)
- Work from home or from another place, to the volunteer's convenience

### ➤ **WEBSITE REBUILDING**

- Our website is difficult to update. We want to migrate to a CMS platform (ex. Wordpress) simpler to operate.
- It needs a more "user friendly" design
- We also want to establish an online store to sell transcribed deeds. This will be another source of funding for our Société and its projects

### ➤ **LOGISTICAL HELP**

- Organization of the annual meeting and events
- Phone calls
- Filing work
- Work from home or from another place, to the volunteer's convenience when possible