

Minutes - Museum Advisory Committee



MEETING DATE: May 11th, 2009
LOCATION: Craigleith Heritage Depot
PREPARED BY: Suzanne Purdy

A. Call to Order

- Chair Bob Waind called the meeting to order.
- In attendance; Suzanne Purdy, Eleanor Pask, Rob Potter, Bob Waind, Bob Gamble and Bud McCannell

- Approval of Agenda

Eleanor Pask suggested two additions to the agenda; marketing and first anniversary.

Moved by: Eleanor Pask Seconded by: Rob Potter

THAT the Agenda of May 11th, 2009 be approved as amended , Carried.

- Declaration of Pecuniary Interest – None at this time
- Previous Minutes –

Moved by: Rob Potter Seconded by: Eleanor Pask

THAT the Minutes of March 9, 2009 be adopted as circulated with special mention that several topics were omitted from these minutes which shall be readdressed in today's agenda. Carried.

B. Deputations / Presentations

None.

C. Staff Reports

1. Artifact Acquisition reserve fund transfer to 2010. Suzanne spoke to this and advised the committee that these monies were not rolled over in the 2009 year and that a report to Council would be required before the 2010 budget process commences to secure a new reserve fund.
At this point Bob Gamble joined the meeting.

Bob Waind asked Bob Gamble to inquire into the status of the reserve fund as it did not affect budget. Bob Gamble suggested that Suzanne send a motion to finance which was dictated as follows;
That a reserve fund for artifact acquisition for the Craighleith Heritage Depot be restored and that a suitable amount of funding be contributed in each budget year. Further that these funds not be withdrawn without prior consultation with the Museum Advisory Committee.

Moved By: Rob Potter

Seconded By: Eleanor Pask

D. Correspondence

None

E. New and Unfinished Business

- Rob Potter suggested doing a power point presentation update of activities to Council, much like what the Blue Mountains Library Board presented recently. Eleanor agreed and added that this would be a good opportunity to show progress and thank Council for their support. Bob Gamble suggested this could also attract media attention. Rob Potter, Suzanne Purdy and Eleanor Pask will work on the power point presentation which they anticipate having prepared in time for the July 13th Council meeting. Bob Waind will contact the Clerk to inquire about time on this agenda.

Moved By: Rob Potter

Seconded By: Eleanor Pask

- Delco Truck. No business plan has been submitted as of this date.
- Volunteer Program job descriptions and scheduling: Suzanne expressed a need to open the museum on weekends using volunteer scheduling. The last Saturday the Depot was open attracted 37 visitors to the site. Much discussion took place about the feasibility of having volunteers man the Depot alone on weekends and it was suggested that two volunteers be scheduled for each shift. Suzanne is to hear back from the Young Canada Works application she'd submitted which, if successful, will help provide staffing on Saturdays.
- Newsletter: Rob Potter has been preparing the newsletter template and articles. Suzanne will submit an article and pictures, Eleanor will submit an article on volunteers and Bob Waind will submit a message from the Chair. Rob Potter suspects the newsletter will be ready for print by next week.

- A day of strategic planning is scheduled for Tuesday, June 9th at 12:00pm to take place at Bob Waind's residence. Eleanor Pask advised that she has taught strategic planning at a University level and will contribute her knowledge to the group.

F. Next Meeting Date

Monday June 9th, 2009 11:00 am – Bob Waind's residence.

G. Adjournment

Moved by: Bud McCannell Seconded by: all agreed

THAT this meeting do now adjourn, Carried.