

Minutes - Museum Advisory Committee



MEETING DATE: September 15, 2010 11:00am
LOCATION: Craigleith Heritage Depot
PREPARED BY: Rob Potter, Vice-Chair

A. Call to Order

- Chair Robert Waind called the meeting to order.
- In attendance; Robert Waind, Suzanne Purdy, Eleanor Pask, Bob Gamble, Rob Potter. Bud McCannell
- Approval of Agenda
 Moved by: Bob Gamble Seconded by: Bud McCannell
 THAT the Agenda of September 15, 2011 be accepted as circulated including any revisions or additions made.
 Carried.
- Declaration of Pecuniary Interest – None at this time
- Previous Minutes
 Moved by: Rob Potter Seconded by: Bud McCannell
 THAT the Minutes of July 28, be adopted as amended, Carried.

B. Deputations / Presentations

N/A

C. Staff Reports

DOR 10 47 – Lilac Pruning

Suzanne summarized her Report, noting that the lilac bushes along the Georgian Trail immediately adjacent to the Depot make the Depot less visible to those travelling on Highway 26. Suzanne recommends that the bushes be trimmed or removed. The Georgian Trail Board of Management will oversee this work which will be completed by Town Parks and Recreation Staff.

Rob pointed out that the lilacs were not allowed to grow along the railway tracks during the era when the trains were running. Committee members support the trimming or removal of the lilac bushes as

outlined in Staff Report DOR 10 47 Lilac Pruning.

Review of Summer Activities

Suzanne reported that the summer of 2010 had been very successful.

- TODS Signage – After a lengthy wait, the signs have been installed on Highway 26. Suzanne will contact Grey County Transportation and Public Safety about the cost, etc., for signage on Grey Rd. 19.
- Summer students – Three students were on staff through the summer and two will continue to work weekends through September. All three did an excellent job, completing new exhibits, completing accessioning of artifacts, and allowing the Depot to be open longer hours and to accept more tours. Suzanne reported 31 groups of children toured the Depot through tours arranged by various organizations. The students also helped with community engagement and awareness as they organized a display at the Clarksburg Sesquicentennial celebrations and there will be a display at Blue Mountain Village as part of the Apple Pie Trail.
- Weekend revenue was very strong and sales of gift shop items were up significantly. Suzanne noted that revenue was \$223 in April, 2010, and more than \$6,000 in July, 2010. Committee members see these results as supportive of continuing to keep the facility open weekends.
- Visits by researchers are increasing
- Edu-Kits – A new Edu-Kit focused on First Nations is now complete
- An on-line exhibit, an oral history of Clarksburg, was completed thanks to a grant through the Canadian Heritage Foundation.
- Information has been gathered on prominent figures interred in Thornbury-Clarksburg Union Cemetery. This may become part of a cemetery walking tour.
- Day Camp – This project was cancelled due to lack of registration. There are now several day camps operating in the area. Suzanne recommended that, in future, the Depot focus on providing tours for other summer camp programs rather than trying to run a program. Revenue from tours arranged for visiting summer/day camp programs more than offset the revenue not realized from loss of the Depot's Day Camp. As well, Suzanne feels this approach offers broader opportunities for partnerships with less staff commitment on the part of the Depot.

Committee members congratulated Suzanne on the overall success of the summer program.

Robert suggested that a Report be compiled comparing revenue from Summer 2010 with that from previous months and from the summer of 2009. The comparisons should include revenue from admissions and gifts shop sales, and visitor numbers including tour groups.

Bob added that the financial support from Young Canada Works was important and a similar program would be needed to help support additional staffing.

RECOMMENDATION

Moved by: Rob Seconded by: Eleanor

THAT, due to the significant increase in revenue and visitor numbers and the increased ability to offer programs catering to youth during the summer season of 2010, the Museum Advisory Committee continues to encourage Town Council to make every effort to have the Craigleith Heritage Depot open on weekends as much as possible. Carried

D. Correspondence

N/A

E. New and Unfinished Business

Museum Technology Fund – Suzanne is planning an application to this program. This would provide a staff person for one year to assist with accessioning. She will have more details at the next meeting.

- Canadian Museums Operating Grants – Suzanne reports that she has been assured that \$12,000 in funding is to come through this year.
- Strategic Plan – The Plan will go to the Senior Management Team meeting on October 22.
- School visits – Suzanne reported she continues to see an increase in bookings and interest from area schools. She will be visiting the schools to update teachers the Edu-Kit program and the First Visit Program.
- Visual Heritage Project – Rob noted he has passed the information to Lisa since her return. Suzanne noted a meeting will be taking place at Grey Roots to continue planning for this project.
- Archaeologist Dr. Ron Williamson will be a delegate to Town Council on Monday, September 27 to discuss the rich history of the community.
- Minutes – Rob P. agreed to take minutes for next meeting so that it can take place at the Depot.
- Minutes and reports – Robert reported he still has difficulty opening some documents including agendas, minutes and reports. Future circulation will be in pdf format as this might be easier for members to open..

F. Next Meeting Date

Monday October 18, @ 10:00 am at the Depot

G. Adjournment

Moved by: Bob Gamble

Seconded by:

Eleanor Pask

THAT this meeting do now adjourn, Carried.