

MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, March 26, 2015

LOCATION Guelph Civic Museum

TIME 5:30 pm

PRESENT Linda Kearns (Executive Member), Debra Nash-Chambers (Vice Chair), Andrew Ross and Eleanor Ross

REGRETS Shannon Coles, Jeremy deWaard and Jo Ann Hayter (Chair)

ALSO Tammy Adkin (Manager) and Judi Prigione (Recording Secretary)

ATTENDING

NOTE: Debra Nash-Chambers (Vice Chair) acted as Chair for the meeting.

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Adoption of the Agenda MOTION 2015/08: That the agenda be adopted. Moved: Linda Kearns Seconded: Eleanor Ross CARRIED
2	Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee February 26, 2015. MOTION 2015/09: That the minutes of February 26, 2015 be accepted. Moved: Eleanor Ross Seconded: Andrew Ross CARRIED
3	Business arising from the minutes <ul style="list-style-type: none">• Tammy Adkin reported that the recommendations for the vacancies for the positions on the Advisory Committee have been forwarded to the Clerk's Office.• The appointees will be reviewed at the April 7, 2015 meeting of the Public Service Committee and then they will go to City Council for final appointment.• Tammy Adkin will then be notified regarding the successful candidates to the Advisory Committee. Once she is notified she will then contact the other applicants about being involved in the sub-committees.

<p>4</p>	<p>Manager's Report for receipt</p> <ul style="list-style-type: none"> • Tammy Adkin distributed a prototype of the new format of the Manager's report. She will send it to those not at the meeting for review. She added that she would appreciate feedback on the new format. • Tammy Adkin reviewed upcoming important dates where Advisory Committee support would be appreciated including the Spring Exhibit opening reception the evening of March 27, 2015 (part of Fourth Friday), the Public Service Committee Meeting on April 7, 2015 (IFF Task Force will present the IFF Commemoration Plans), The Provincial Grant Announcement on April 9, 2015 (at the Guelph Civic Museum) and the Summer Exhibit opening reception the evening of April 24, 2015 (part of Fourth Friday). • Tammy Adkin reported that attendance was strong in February 2015. She added that research requests were down but Google searches were up. • Tammy Adkin reported that the Guelph Museums Facebook page is now active and asked Committee Members to invite their friends to follow it. • Tammy Adkin reported the 2015 budget has passed City Council with an increase of 3.55% for the entire City budget. Guelph Museums' budget was passed in whole. • Tammy Adkin discussed the recent restructuring at the City of Guelph and that Guelph Museums is part of the Culture, Tourism and Community Investment division of the Public Services department. Tammy Adkin added that there was no change in her job portfolio and that the changes did not have a direct impact on the Museums.
<p>5</p>	<p>In Flanders Fields Commemoration Task Force Report</p> <ul style="list-style-type: none"> • Linda Kearns discussed last meeting of the Task Force on March 3, 2015. • Linda Kearns also reported that work has begun on the renovations at McCrae House. • Linda Kearns reported that for the juried art show there were 70 submissions and 43 pieces selected. • Tammy Adkin reported that the summer play has been written and the actors cast. • Linda Kearns reported that a new travel company has been selected for the outbound travel tour and that there will be an information night at the Guelph Civic Museum on Monday, March 30, 2015, She added that Bev Dietrich, Curator of Guelph Museums will be the John McCrae expert accompanying the tour. • Linda Kearns also reported that 2 commemoration articles have been published – one by Andrew Ross and another by Debra Nash-Chambers. • Linda Kearns also praised IFF Commemoration Coordinator Jessica Gibson for development and creation of the IFF Road Show. She added that the Roadshow exhibit will be at different events throughout 2015. Tammy Adkin added that it will be at the Guelph Symphony event at the River Run Centre on March 29, 2015. It was suggested it should be set up at an upcoming Advisory Committee meeting so members can see it. • Linda Kearns noted that the next IFF Task Force meeting will be on March 31, 2015.

6	<p>Landscape Task Force Report</p> <ul style="list-style-type: none"> Tammy Adkin reported that outdoor work is scheduled to resume within the next 10 days.
7	<p>Fundraising Committee Report</p> <ul style="list-style-type: none"> Tammy Adkin stated that there was nothing new to report.
8	<p>New Business</p> <ul style="list-style-type: none"> Terms of Reference for Sub-Committee and Task Forces <ul style="list-style-type: none"> The Terms of Reference were reviewed and discussed for <ol style="list-style-type: none"> Fundraising Committee Commemoration Committee Community Engagement Committee <p style="text-align: center;">MOTION 2015/10: To Approve the Terms of Reference for the Sub-Committees and Task Forces – Fundraising Committee, Commemoration Committee and the Community Engagement Committee.</p> <p>Moved: Andrew Ross Seconded: Eleanor Ross</p> <p>CARRIED</p> <ul style="list-style-type: none"> Blue Sky Plan – Work Plan for 2015 - 2016 <ul style="list-style-type: none"> This was tabled until the April meeting of the Advisory Committee. April, June Advisory Committee Meetings <ul style="list-style-type: none"> Tammy Adkin reported conflicts with her or Bev Dietrich being able to attend the April and June Advisory Committee meetings. Tammy will circulate an email to all members to pick an alternative date for the April meeting. Committee members in attendance did not want to hold a meeting in June without museum staff like they did in 2014, so that meeting will be moved to Thursday, June 18, 2015 at 5:30 pm.
9	<p>Adjournment</p> <p>MOTION 2015-11: That the meeting be adjourned. Moved: Eleanor Ross</p> <ul style="list-style-type: none"> Adjournment at 6:14 p.m. The next meeting will be held at Guelph Civic Museum on Thursday, April 30, 2015 at 5:30 pm.