

# MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, February 26, 2015

LOCATION Guelph Civic Museum

TIME 5:30 pm

PRESENT Shannon Coles, Jeremy deWaard, Jo Ann Hayter (Chair), Linda Kearns (Executive Member), Debra Nash-Chambers (Vice Chair), Andrew Ross and Eleanor Ross

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

ATTENDING

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><b>Adoption of the Agenda</b></p> <p><b>MOTION 2015/05: That the agenda be adopted.</b></p> <p>Moved: Eleanor Ross</p> <p>Seconded: Linda Kearns</p> <p><b>CARRIED</b></p>
2	<p><b>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee January 22, 2015.</b></p> <p><b>MOTION 2015/06: That the minutes of January 2, 2015 be accepted.</b></p> <p>Moved: Debra Nash-Chambers</p> <p>Seconded: Eleanor Ross</p> <p><b>CARRIED</b></p>
3	<p><b>Business arising from the minutes</b></p> <ul style="list-style-type: none"> <li>None</li> </ul>
4.	<p><b>Manager's Report for receipt</b></p> <ul style="list-style-type: none"> <li>Tammy Adkin provided an verbal report instead of providing a written report with the meeting package.</li> <li>Tammy Adkin reviewed the recent Volunteer Appreciation Night and asked for feedback from the Committee Members. Committee Members provided positive feedback and especially liked the event photos forwarded by email by Kathleen Wall.</li> <li>Jo Ann Hayter noted that the Advisory Committee did not host a staff appreciation event over the holidays and a possible future event was discussed.</li> <li>Tammy Adkin discussed upcoming events and exhibits and the exhibit openings that will be a part of Fourth Fridays on March 27<sup>th</sup> and April 24<sup>th</sup>.</li> <li>Tammy Adkin discussed the March Break camp at the museum that will be run by</li> </ul>

	<p>the City of Guelph Recreation Department.</p> <ul style="list-style-type: none"> <li>• Tammy Adkin reported the 2015 budget has passed through Senior Management and is now with City Council.</li> <li>• Tammy Adkin discussed the rebranding and the launch of the new logos at part of Fourth Friday on March 27<sup>th</sup>. The new website should also be launched in the next couple of months.</li> <li>• Tammy Adkin reported that though Family Day was not as big of an event as last year that there were still almost 700 visitors at the Guelph Civic Museum that day.</li> </ul>
<b>5</b>	<p><b>In Flanders Fields Commemoration Task Force Report</b></p> <ul style="list-style-type: none"> <li>• Linda Kearns discussed and reviewed the notes from the last IFF Task Force meeting and the work plan.</li> <li>• Linda Kearns noted the next meeting is scheduled for March 3, 2015.</li> <li>• Eleanor Ross asked if there were going to be banners and Tammy Adkin responded that there will be poppy banners throughout downtown.</li> <li>• Jo Ann Hayter asked about collaborative initiatives and Tammy Adkin responded that there are some events happening that Guelph Museums is not organizing and that Jessica Gibson (IFF Coordinator) has been in touch with these groups.</li> <li>• Debra Nash-Chambers asked about the play and Tammy Adkin responded that she has read the first draft and is very pleased. She added that it is a two-actor play and that the role of John McCrae has been cast and role of his mother is in the process of being cast.</li> </ul>
<b>6</b>	<p><b>Landscape Task Force Report</b></p> <ul style="list-style-type: none"> <li>• Tammy Adkin reported that the project is still on schedule for the June unveiling of the statue of John McCrae. She added that the exact date is still not chosen as the organizers are working with the schedules of dignitaries.</li> <li>• Tammy Adkin reminded Advisory Committee Members that the unveiling is an event of the Statue Committee not Guelph Museums.</li> </ul>
<b>7</b>	<p><b>Fundraising Committee Report</b></p> <ul style="list-style-type: none"> <li>• Tammy Adkin reported that Andrew Ross and Eleanor Ross are on the Committee.</li> <li>• Tammy Adkin reported that the entertainer has been chosen for the fundraising event in September and it is Mike Ford (formally of Moxy Fruvous) and Sheesham and Lotus.</li> </ul>

<p><b>8</b></p>	<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• <b>Advisory Committee Nominees</b> <ul style="list-style-type: none"> <li>▪ Qualifications for the nominees for the two vacancies were discussed so a recommendation could be put forward to City Council.</li> <li>▪ Those not chosen to be on the Advisory Committee could still be approached to assist with other task forces.</li> </ul> </li>   <li>• <b>2015 Committees and Task Forces</b> <ul style="list-style-type: none"> <li>▪ After discussion it was decided there would be 4 sub-committees (task forces):               <ol style="list-style-type: none"> <li>1. Fundraising</li> <li>2. Landscape (ends in 2015)</li> <li>3. Commemoration (IFF Task Force in 2015 then changes to "Commemoration")</li> <li>4. Community Engagement</li> </ol> </li> <li>▪ Shannon Coles ask about the commitment to be on these committees and Tammy Adkin responded that alternative meeting arrangements such as teleconferences and email meetings could be discussed.</li> <li>▪ Committee Members can email Tammy Adkin if there is a committee they would like to volunteer for or they can wait to review the terms of reference for each committee before making a decision.</li> </ul> </li>   <li>• <b>Meeting Schedule</b> <ul style="list-style-type: none"> <li>▪ After some discussion it was decided that the monthly meeting will remain at a 5:30 pm start time.</li> </ul> </li> </ul>
<p><b>9</b></p>	<p><b>Adjournment</b></p> <p><b>MOTION 2015-07: That the meeting be adjourned.</b>        Moved: Eleanor Ross</p> <ul style="list-style-type: none"> <li>• Adjournment at 6:47 p.m.</li> <li>• The next meeting will be held at Guelph Civic Museum on <b>Thursday, March 26, 2015 at 5:30 pm.</b></li> </ul>