

MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, October 27, 2016

LOCATION Guelph Civic Museum

TIME 5:30 pm

PRESENT Jeremy deWaard, Shannon Coles, Jo Ann Hayter (Chair), Robert Hohenadel, Debra Nash-Chambers (Vice Chair), and Eleanor Ross

REGRETS Paul Baker and Linda Kearns (Executive Member).

ALSO ATTENDING Tammy Adkin (Manager) and Judi Prigione (staff)

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Adoption of the Agenda</p> <p>MOTION 2016/19: That the agenda be adopted. Moved: Robert Hohenadel Seconded: Jeremy deWaard CARRIED</p>
2	<p>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee of September 22, 2016.</p> <p>MOTION 2016/20: That the minutes of September 22, 2016 be accepted. Moved: Shannon Coles Seconded: Debra Nash-Chambers CARRIED</p>
3	<p>Business arising from the minutes</p> <ul style="list-style-type: none"> None
4	<p>Manager's Report for receipt</p> <ul style="list-style-type: none"> Tammy Adkin reviewed the details of her reports stating that the report for June, July and August 2016 submitted at the September meeting is being resubmitted because an error in the attendance statistics has been found. As a result attendance figures are higher than originally reported. Tammy Adkin reported that social media figures are growing at a slower rate but there is greater engagement among the followers of Guelph Museums (more likes, shares, etc...) Tammy Adkin reported that earned revenue and grants are still on target. She added that a fundraising appeal will happen before the holidays.
5	<p>Commemoration Committee Report</p> <ul style="list-style-type: none"> Jo Ann Hayter reported on behalf of Linda Kearns.

	<ul style="list-style-type: none"> • Tammy Adkin reported that grant request for Canada 150, Guelph 190 have been submitted and she is searching for a grant for the 2018 Commemoration Trip to Belgium and France. • Jo Ann Hayter added that an event for the 5th Anniversary of the new Civic Museum will not be held but a communication will be sent out to the donors to the capital project.
6	<p>Community Connections Committee Report</p> <ul style="list-style-type: none"> • Jeremy deWaard stated the committee has not met recently and asked Tammy Adkin about the status of the survey. • Tammy Adkin responded that the survey is being uploaded and will be sent out in the next couple of days. • Jeremy deWaard reported that the Committee will meet with the Guelph Chamber of Commerce and Downtown Guelph to discuss business connections.
7	<p>Fundraising Committee Report</p> <ul style="list-style-type: none"> • Eleanor Ross reported that the Committee met right before this Advisory Committee meeting to discuss Febulous! 2017. She stated that at the meeting the event décor and the overall theme were discussed. • Eleanor Ross reported that there will not be a silent auction at the 2017 event. She stated there will be the live auction, "Experience Buffet" and the Fund-a-need Appeal. • Eleanor Ross reported that save the date notices will go out in November and the invites in January. • Eleanor Ross reported that for the 2017 event each Advisory Committee Member may donate funds for a book themed experience for the auction. • Jo Ann Hayter added that the Committee will look at the 2017 event feedback and if desired the silent auction can be reinstated at future events.
8	<p>New Business - Blue Sky Plan Update and 2017 – 2020 Planning</p> <ul style="list-style-type: none"> • Tammy Adkin reported that the November 24, 2016 Advisory Committee meeting will be the annual joint meeting with museum staff. She stated that at this meeting the Blue Sky Plan will be reviewed and the successes celebrated. She also added that brain storming sessions will take place at the meeting for the next plan. • Tammy Adkin stated that at the meeting upcoming exhibits and programs will be reviewed and that survey results will be shared.
9	<p>Adjournment</p> <p>MOTION 2016/21: That the meeting be adjourned. Moved: Shannon Coles</p> <ul style="list-style-type: none"> • Adjournment at 6:13 p.m. • The next meeting will be held at Guelph Civic Museum on Thursday, November 24, 2016.