

# MEETING MINUTES



**MEETING**      **Guelph Museums Advisory Committee**

**DATE**            Thursday, June 23, 2016

**LOCATION**        Guelph Civic Museum

**TIME**             5:30 pm

**PRESENT**        Shannon Coles, Jo Ann Hayter (Chair), Robert Hohenadel, Linda Kearns (Executive Member), Debra Nash-Chambers (Vice Chair), and Eleanor Ross

**REGRETS**        Paul Baker and Jeremy deWaard

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

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<b>Adoption of the Agenda</b>  <b>MOTION 2016/12: That the agenda be adopted.</b> Moved:      Linda Kearns Seconded:   Shannon Coles <b>CARRIED</b>
2	<b>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee of May 26, 2016.</b>  <b>MOTION 2016/13: That the minutes of May 26, 2016 be accepted.</b> Moved:      Robert Hohenadel Seconded:   Eleanor Ross <b>CARRIED</b>
3	<b>Business arising from the minutes</b> <ul style="list-style-type: none"><li>• None</li></ul>
4	<b>Manager's Report for receipt</b> <ul style="list-style-type: none"><li>• Tammy Adkin circulated her report.</li><li>• Tammy Adkin reminded Committee Members about upcoming events including the upcoming Sons of '17 Backyard Theatre opening night on July 6, 2016.</li><li>• Tammy Adkin reported that the Lucile Exhibit has been very well received.</li><li>• Tammy Adkin reported that she is currently working on several grant applications.</li><li>• Tammy Adkin reported on the recent Belgium Trip she participated in with other museum and City of Guelph staff. The trip was organized courtesy of "Visit Flanders" and was an opportunity to plan for the group tour being organized by Guelph Museums for 2018.</li></ul>

	<ul style="list-style-type: none"> <li>• Linda Kearns asked that stats comparing 2015 &amp; 2016 Teas &amp; Tours and Backyard Theatre productions be available at the September 2016 meeting.</li> <li>• Tammy Adkin discussed the recent changes in the Executive Team at the City of Guelph. Colleen Clack has been promoted to Deputy CAO and Rich Grau will be our Acting General Manager.</li> </ul>
<b>5</b>	<p><b>Commemoration Committee Report</b></p> <ul style="list-style-type: none"> <li>• Linda Kearns discussed the last meeting held on June 7, 2016</li> <li>• Linda Kearns added that this Committee is not meeting again until September 2016.</li> <li>• Tammy Adkin discussed possible grant opportunities.</li> </ul>
<b>6</b>	<p><b>Community Connections Committee Report</b></p> <ul style="list-style-type: none"> <li>• Jo Ann Hayter discussed the last meeting of the Committee held on June 21, 2016.</li> <li>• A draft of the Strategic Operating Plan 2016-2020 Survey was circulated and discussed. Possible incentives for the public completing the survey were discussed.</li> </ul>
<b>7</b>	<p><b>Fundraising Committee Report</b></p> <ul style="list-style-type: none"> <li>• Eleanor Ross reported that the Committee has not met recently but will meet over the summer.</li> <li>• Tammy Adkin reported that a date for a 2017 event has been set (February 23, 2017) and the Auctionista has been booked. She added that the Fund A Need project will be the "To The Gathering Place' Exhibit.</li> </ul>
<b>8</b>	<p><b>New Business</b></p> <p><b>Organizational Chart</b></p> <ul style="list-style-type: none"> <li>• Tammy Adkin reviewed the organizational chart for Guelph Museums and reviewed the staff positions and responsibilities.</li> </ul>
<b>9</b>	<p><b>Adjournment</b></p> <p><b>MOTION 2016/14: That the meeting be adjourned.</b> Moved: Shannon Coles</p> <ul style="list-style-type: none"> <li>• Adjournment at 6:42 p.m.</li> <li>• The next meeting will be held at Guelph Civic Museum on <b>Thursday, September 22, 2016</b></li> </ul>