

# MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, February 27, 2014

LOCATION Guelph Civic Museum

TIME 5:30 pm

PRESENT Jo Ann Hayter (Vice Chair), Anne Holman, Rodger Tschanz (Chair), Debra Nash-Chambers (Executive Member), Ann Guthrie, Linda Kearns, Andrew Ross, Eleanor Ross, Tammy Adkin (Manager) and Judi Prigione (Staff).

REGRETS Darina Griffin

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><b>Adoption of the Agenda</b></p> <p><b>MOTION 2014/08: That the agenda be adopted.</b> Moved: Anne Holman Seconded: Andrew Ross <b>CARRIED</b></p>
2	<p><b>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee on January 23, 2014.</b></p> <ul style="list-style-type: none"><li>Linda Kearns stated that as per the notation in the minutes, the report on artifact donations would not have to be monthly but perhaps quarterly as she does not want to make extra work for staff.</li><li>Tammy Adkin added that Bev Dietrich will be at the March Advisory Committee Meeting and can report on donations at that time.</li></ul> <p><b>MOTION 2014/09: That the minutes of January 23, 2014 be accepted.</b> Moved: Debra Nash-Chambers Seconded: Andrew Ross <b>CARRIED</b></p>
3	<p><b>Business arising from the minutes</b></p> <ul style="list-style-type: none"><li>No items to report</li></ul> <p><i>Note: Jo Ann Hayter arrived at this time – 5:35 pm.</i></p>

<p><b>4</b></p>	<p><b>Manager's Report for receipt</b></p> <ul style="list-style-type: none"> <li>• Tammy Adkin noted the incorrect date on the report and that it should read February 27 2014.</li> <li>• Tammy Adkin reported on upcoming events including Fourth Fridays, Poppy Push (Saturday, May 3, 2014) and John Galt Day (Saturday, August 2, 2014). She added that Locomotive 6167 will be officially handed over to Guelph Museums on John Galt Day.</li> <li>• Tammy Adkin is working on a year to date attendance report.</li> <li>• Tammy Adkin thanked Jo Ann Hayter for her presentation to CSS Committee on behalf of Guelph Museums. Jo Ann Hayter's enthusiastic presentation was noted by the CSS Committee Members and it was suggested that she appear on Rogers TV to promote Guelph Museums.</li> <li>• Tammy Adkin thanked all for attending the recent Volunteer Appreciation Night and all stated it was a very enjoyable evening.</li> <li>• Debra Nash-Chambers also commented that the Robbie Burns Day was an excellent event.</li> <li>• Tammy Adkin also reported that Family Day went well.</li> </ul> <p><b>MOTION 2014/10: That the Manager's Report be accepted.</b></p> <p>Moved: Anne Holman  Seconded: Linda Kearns  <b>CARRIED</b></p>
<p><b>5</b></p>	<p><b>In Flanders Fields Commemoration Task Force Report</b></p> <ul style="list-style-type: none"> <li>• Linda Kearns who is chairing the task force reported that the February meeting of IFF Commemoration Task Force was cancelled due to inclement weather.</li> <li>• Debra Nash-Chambers stated that she and other IFF Commemoration Task Force Committee Member Linda Granfield have been working on an idea to have John McCrae portrayed on the CBC television show "Murdoch Mysteries". She stated that they have been able to make contact with the producers of the show and were met with a positive initial response.</li> <li>• Ann Guthrie reported that the Guelph Historical Society will produce a special commemorative issue of their "Historic Guelph" publication.</li> <li>• Tammy Adkin reported that she met with the City of Guelph Heritage Planner, Stephen Robinson, regarding proposed renovations to McCrae House. She added that the Heritage Guelph Committee toured McCrae House earlier this week and are keen to work with us on the renovation project.</li> <li>• Tammy Adkin reported that the RFP for the design team for the redesign of the McCrae House galleries will be issued in March. Funding for the project was discussed and Tammy Adkin added that she is exploring fundraising and grant opportunities.</li> <li>• When asked about the redesign of the Coach House at McCrae House, Tammy Adkin stated that ideas are being discussed but the Coach House will not be part of the 2015 redesign.</li> <li>• Linda Kearns stated they will distribute to the Advisory Committee the notes from future IFF Commemoration Task Force meetings.</li> </ul>

<p><b>6</b></p>	<p><b>Landscape Task Force Report</b></p> <ul style="list-style-type: none"> <li>• Rodger Tschanz reported that the task force met with the design firm Brook McIlroy, which has been retained for the project. He added that due to the short timeframe for the project, things will be moving quickly.</li> <li>• Debra Nash-Chambers asked about using Flanders Poppies and the new lily in the plan.</li> <li>• Tammy Adkin reported that community involvement and engagement was discussed in detail and that the design firm has experience in projects using volunteers from the community.</li> <li>• Position of the McCrae statue was discussed but due to many factors that will determine its position, no decision on its placement has been made.</li> </ul>
<p><b>7</b></p>	<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>• Rodger Tschanz circulated a thank you card from Anne Holman regarding the presentation made to her at the February meeting.</li> <li>• <b>Advisory Committee Training and Development</b> – Tammy Adkin reported that she did not receive any email suggestions from Committee Members. She added that a subcommittee should be formed to look at the role of the Advisory Committee in fundraising. She added that she has information she can share with the Committee on fundraising and knows a few people that can assist with training.</li> <li>• <b>Exhibition Opening Receptions</b> – the 2014 seasonal receptions dates are Friday, April 25 (Much More Muncsh and Wall of Art) and Friday, July 11 (Lacemaker Exhibit) and Friday, November 7 (Saints Exhibit and Wall of Art). Tammy Adkin noted that Committee Members will be supplied with both e-invites and hard copy invitations.</li> <li>• <b>Blue Sky Plan Progress Report</b> – The report was reviewed.</li> <li>• Tammy Adkin presented to Rodger Tschanz his certificate in appreciation of his 10 years as a volunteer at Guelph Museums.</li> </ul>
<p><b>8</b></p>	<p><b>Adjournment</b></p> <p><b>MOTION 2014/11: That the meeting be adjourned.</b>  Moved: Jo Ann Hayter</p> <ul style="list-style-type: none"> <li>• Adjournment at 6:27 p.m.</li> <li>• The next meeting will be held at Guelph Civic Museum on <b>Thursday, March 27, 2014 at 5:30 pm.</b></li> </ul>