

# MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, April 25, 2013

LOCATION Guelph Civic Museum

TIME 5:30 pm

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

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p><b>Adoption of the Agenda</b></p> <p><b>MOTION 2013/13: That the agenda be adopted.</b>            Moved: Jo Ann Hayter            Seconded: Ann Guthrie  <b>CARRIED</b></p>
2	<p><b>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee on February 28, 2013.</b></p> <p><b>MOTION 2013/14: That the minutes of March 28, 2013 be accepted.</b>            Moved: Linda Kearns            Seconded: Debra Nash-Chambers  <b>CARRIED</b></p>
3	<p><b>Business arising from the minutes</b></p> <ul style="list-style-type: none"> <li>Linda Kearns asked about the complaints received from visitors regarding the Falun Dafa art exhibit.</li> <li>Tammy Adkin reported that there were a number of complaints from visitors at the opening because the artwork was not original pieces and because visitors said they felt pressured by the group. As a result of these complaints, she met with representative of the organization to let them know that visitors will be told at the front desk that the pieces in the exhibit were reproductions. She also told them that if there are visitors that do not want a guided tour that they must allow visitors to self guide through the exhibit and that they cannot pressure visitors to sign lists or petitions.</li> <li>Tammy Adkin added that after this discussion the rest of the run of the exhibit was without complaint.</li> </ul>

4	<p><b>Introduction of New Member, Andrew Ross</b></p> <ul style="list-style-type: none"> <li>Andrew Ross was welcomed to the Committee by the Members and Museum Staff present.</li> </ul>
5	<p><b>Manager's Report for receipt</b></p> <ul style="list-style-type: none"> <li>Tammy Adkin reported that the Blue Sky Planning continues. All Museum staff, except for one part time staff member who had a scheduling conflict, were in attendance at the staff session.</li> <li>Tammy Adkin added that there a few more steps to undertake: <ul style="list-style-type: none"> <li>She is going to conduct a survey of volunteers using "Survey Monkey"</li> <li>She is going to undertake a survey of Museum Members to better plan for future community engagement.</li> <li>Museum Management (Tammy Adkin, Bev Dietrich &amp; Val Harrison) are having a retreat day on May 10, 2013 to discuss the session results.</li> <li>She is going to meet with colleagues in Culture &amp; Tourism at the City of Guelph.</li> </ul> </li> <li>Linda Kearns commented on what a good job Tammy Adkin did as the guest speaker at the Friends of the Guelph Public Library (GPL) Annual General Meeting (AGM).</li> </ul> <p><b>MOTION 2013/15: That the Manager's Report be accepted.</b></p> <p>Moved: Ann Guthrie  Seconded: Andrew Ross  <b>CARRIED</b></p>
6	<p><b>Committee Terms of Reference – for discussion and approval</b></p> <ul style="list-style-type: none"> <li>Tammy Adkin reported that she looked at the proposed draft in comparison to other City of Guelph Committees as well as the City of Guelph Governance Guidelines.</li> <li>Committee Members reviewed the proposed Terms and suggested amendments.</li> <li>Tammy Adkin will add to the draft that a new Committee Member is appointed by City Council, through the Clerk's Office, for an initial one year term, at the end of which they must reapply to remain on the Committee. Under the old Board of Management the maximum length a person could serve was 10 years. Under the current Advisory Committee the maximum term is 8 years. Current Committee Members that were appointed before the change from Board to Advisory Committee are grandfathered in for the 10 year maximum term.</li> <li>Tammy Adkin further reported that length of appointment terms for Committee Members would coincide with that of City Council.</li> <li>Tammy Adkin added that though terms on the Committee for Anne Holman and Rodger Tschanz would be completed in 2014.</li> <li>Anne Holman asked about Member resignations and when a replacement Member could be appointed.</li> <li>Tammy Adkin responded that she will have to get further clarification from the Clerk's Office regarding mid-term appointments and the recruiting of new members.</li> </ul>

	<p><b>MOTION 2013/16: That Terms of Reference for the Guelph Museums Advisory Committee are accepted with the amendments discussed and will be approved at a later date.</b></p> <p>Moved: Linda Kearns  Seconded: Eleanor Ross</p> <p><b>CARRIED</b></p>
<p><b>7</b></p>	<p><b><i>Guelph Museums: Making A Difference</i> presentation</b></p> <ul style="list-style-type: none"> <li>Tammy Adkin repeated for the Advisory <i>Committee</i> the PowerPoint presentation she recently gave as the guest speaker at the Friends of the Guelph Public Library (GPL) Annual General Meeting (AGM).</li> </ul>
<p><b>8</b></p>	<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>Rodger Tschanz asked if Committee Members would be having lunch again this year with Members of Remembrance Lodge after the exhibit opening at the Poppy Push on May 4, 2013.</li> <li>Tammy Adkin responded that she will look into it and let Committee Members know ASAP.</li> <li>Anne Holman asked about the landscaping plan for the Guelph Civic Museum and if the soil erosion on the lawn would be repaired this year.</li> <li>Tammy Adkin responded that this summer Museum Staff will review the landscaping plan with the goal to start the implementation of the plan in 2014. She added that the damage to the lawn was a result of the Cork Street reconstruction project and will be repaired by the contractor this year.</li> </ul>
<p><b>9</b></p>	<p><b>Adjournment</b></p> <p><b>MOTION 2013/17 That the meeting be adjourned.</b></p> <p>Moved: Debra Nash Chambers</p> <ul style="list-style-type: none"> <li>Adjournment at 6:40 p.m.</li> <li>The next meeting will be held at Guelph Civic Museum on Thursday, May 23, 2013 at <b>5:30 pm</b>.</li> </ul>