

# MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, May 23, 2013

LOCATION Guelph Civic Museum

TIME 5:30 pm

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

REGRETS Debra Nash-Chambers

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<b>Adoption of the Agenda</b> <b>MOTION 2013/18: That the agenda be adopted.</b> Moved: Linda Kearns Seconded: Jo Ann Hayter <b>CARRIED</b>
2	<b>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee on April 25, 2013.</b> <b>MOTION 2013/19: That the minutes of April 25, 2013 be accepted.</b> Moved: Ann Guthrie Seconded: Andrew Ross <b>CARRIED</b>
3	<b>Business arising from the minutes</b> <ul style="list-style-type: none"><li>Rodger Tschanz commented that he felt the exhibit opening at Poppy Push with Remembrance Lodge went well.</li><li>Jo Ann Hayter noted they gave additional monetary donations this year. Tammy Adkin will send thank you letters to all the donors.</li><li>Tammy Adkin added that they expressed an interest in assisting with fundraising for the proposed renovations and events at McCrae House in 2015 (100<sup>th</sup> Anniversary of the poem).</li><li>Tammy Adkin noted that revenue from plant sales at the Poppy Push was down slightly this year.</li></ul>
4	<b>Manager's Report for receipt</b> <ul style="list-style-type: none"><li>Tammy Adkin reported that Fourth Friday on May 24, 2013 will have a skateboard theme with demonstrations in the parking lot and a live band.</li><li>Tammy Adkin reported that the opening of the Avro Arrow was very well attended</li></ul>

	<p>and due to demand, the guest speaker presented his talk twice that evening.</p> <ul style="list-style-type: none"> <li>Andrew Ross suggested that regular attendance figures be included in the report and Tammy Adkin responded that she will include them on all future Manager's Reports.</li> </ul> <p><b>MOTION 2013/20: That the Manager's Report be accepted.</b></p> <p>Moved: Andrew Ross  Seconded: Eleanor Ross</p> <p><b>CARRIED</b></p>
5	<p><b>Committee Terms of Reference</b></p> <ul style="list-style-type: none"> <li>Tammy Adkin circulated updated copies of the Committee Terms of Reference.</li> <li>There were some minor adjustments; including adding the provisions that new Advisory Committee Members are appointed for a one year term then must re-apply. She also added staff responsibilities relating to the Committee.</li> </ul> <p><b>MOTION 2013/21: That the Terms of Reference for the Guelph Museums Advisory Committee are approved.</b></p> <p>Moved: Linda Kearns  Seconded: Jo Ann Hayter</p> <p><b>CARRIED</b></p>
6	<p><b>Blue Sky Planning - Update</b></p> <ul style="list-style-type: none"> <li>Tammy Adkin stated that she hopes to have a draft of the plan at the June 27, 2013 Advisory Committee meeting.</li> <li>She noted that she, Bev Dietrich and Val Harrison are meeting again on May 27, 2013 to finish reviewing the items from the planning sessions.</li> <li>Tammy Adkin noted that surveys of Museum Members and Volunteers are still to be completed.</li> <li>Linda Kearns noted she had received feedback from the community about expanded hours and more behind the scenes tours.</li> </ul>
7	<p><b>New Business</b></p> <ul style="list-style-type: none"> <li>Anne Holman reported that Bernardi's is going to replace the damaged outdoor planters and that 2 more planters have been ordered.</li> <li>Anne Holman read a thank you card from Bev Dietrich to the Committee regarding the gift received from the Committee for being Acting Director.</li> <li>Tammy Adkin reported that former Director Katherine McCracken recently visited the Museum and with staff.</li> </ul>
8	<p><b>Adjournment</b></p> <p><b>MOTION 2013/22: That the meeting be adjourned.</b></p> <p>Moved: Eleanor Ross</p> <ul style="list-style-type: none"> <li>Adjournment at 6:05 p.m.</li> <li>The next meeting will be held at Guelph Civic Museum on Thursday, June 27, 2013 at <b>5:30 pm.</b></li> </ul>