

MEETING MINUTES



MEETING **Guelph Museums Advisory Committee**

DATE Thursday, June 28, 2012

LOCATION Guelph Civic Museum

TIME 5:30 pm

PRESENT Ann Guthrie, Jo Ann Hayter (Executive Member), Kevin James, Linda Kearns, Debra Nash-Chambers, Rodger Tschanz (Vice Chair), Katherine McCracken (Director) and Judi Prigione (Staff).

REGRETS Anne Holman (Chair), Patricio Perez and Susan Watson.

NOTE: Rodger Tschanz acted as Chair for the meeting.

DISCUSSION ITEMS

| ITEM # | DESCRIPTION |
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| 1 | <p>Adoption of the Agenda</p> <p>MOTION 2012/23: That the agenda be adopted.</p> <p>Moved: Linda Kearns Seconded: Ann Guthrie</p> <p>CARRIED</p> |
| 2 | <p>Adoption of the minutes of the meeting of the Guelph Museums Advisory Committee on May 24, 2012</p> <p>MOTION 2012/24: That the minutes of May 24, 2012 be accepted with the correction on page 1 that should read "Wilfrid Laurier" not "Wilfred Laurier".</p> <p>Moved: Kevin James Seconded: Linda Kearns</p> <p>CARRIED</p> |
| 3 | <p>Business arising from the minutes</p> <ul style="list-style-type: none"> Anne Holman and Katherine McCracken went to Bernardi's and picked out 3 large planters for the GCM. Rodger Tschanz is going to provide the plants and soil. |
| 4 | <p>Director's Report for receipt</p> <ul style="list-style-type: none"> Katherine reported she and Val Harrison met with Colleen Clack regarding the rental rates for the GCM. The rates of other City facilities and downtown rentals were considered in setting the fees. She added that there will be profit and not for profit rates. There will be hourly rates for the programming and meeting rooms as well as an after hours rental rate for the entire Museum. After hours rates will include extra fees for staffing. There are also costs for insurance and Museum staff met with City of Guelph Supervisor of Facility Bookings Kelley |

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| | <p>McAlpine to discuss insurance requirements and fees pertaining to facility rentals.</p> <ul style="list-style-type: none"> • Katherine reported that the Cork Street reconstruction is expected to start mid August and be completed by the end of September. Katherine reported the starting location of the Spirit Walk in September has been moved from the GCM to McCrae House because of this construction. • Katherine reported that the Transit of Venus event with Dr. Jim Hunt was very successful with 271 people in attendance. • Katherine also reported that Medieval Week was busy with school programs and for the Medieval Day on Friday, June 8th (PD Day) there were 215 people in attendance. • Katherine also reported that the Piping Evenings at McCrae House have started for the summer and that the Fourth Friday opening (June 22nd) for the Guelph Studio Tour and Guelph's Favourite Buildings Exhibits had 417 people in attendance. • Katherine reported a large number of artifact donations are coming into the Museum. • Katherine reported that 3 summer interns under the Young Canada Works (YCW) program have been hired – 1 in curatorial and 2 in programming. She added that YCW covers 75% of the salaries. • Katherine reported that all annual Personal Development Plans (PDP) for Museum staff have been completed. She also noted that the City of Guelph was undertaking a Corporate Employee Satisfaction Survey and Guelph Museums had 100% participation in the survey. • Katherine reported that she submitted the final report to Cultural Spaces Canada for the new GCM project which was due on June 30th and that the final 10% holdback will be released. She also reported that she has discussed with her contact at Cultural Spaces a possible application for funds to assist with the renovations planned for McCrae House in 2014. • Katherine reported that the Community Museum Operating Grant (CMOG) standards review and the annual operating grant application that were due by June 30th have been submitted. <p>MOTION 2012/25: That the Director's Report be accepted.</p> <p>Moved: Jo Ann Hayter Seconded: Linda Kearns CARRIED</p> |
| 5 | <p>John Galt Day</p> <ul style="list-style-type: none"> • Debra Nash-Chambers reported that Leanne Piper will represent Mayor Farbridge at the Kirking on the Sunday. • Debra added that the planning is going well with the historical re-enactors and the drum circle participants being confirmed. She added that the invitations have been sent out. She also reported that there will be barrels in the glass box of the GCM for the food drive. • Ann Guthrie reported that there will be radio ads beginning in July to promote the |

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| | <p>event.</p> <ul style="list-style-type: none"> • She also reported that Gil Stelter will be the guest speaker for the lecture being held at the GCM on the Saturday as well as at the kirking service. |
| <p>6</p> | <p>New Business</p> <ul style="list-style-type: none"> • Kevin James suggested holding another Beer Tasting fundraiser at Wellington Brewery in October 2012. It could include tours, tastings and entertainment. Jo Ann Hayter offered to assist with publicity. Debra Nash Chambers offered to look at the scholarly material available for a talk. Katherine McCracken will pull the details from the past event organized by Ann Guthrie. Ann Guthrie suggested having a “spoken word” event on the theme of “drinking in Guelph”. Advisory Committee Members suggested having Celtic music and Katherine noted that the Museum has a good relationship with the Celtic Riverside Academy. Kevin James will further investigate this idea for a fundraiser. • Katherine McCracken reported that effective immediately, Susan Watson has resigned from her position on the Guelph Museums Advisory Committee due to other commitments. Katherine will discuss with the Clerk’s Office when a new member will be appointed. • Linda Kearns spoke of the Friends of Guelph Public Library’s book sale in October and noted that donations can be dropped off now at Fast Forms or to any Library Branch (after August 1st). |
| <p>7</p> | <p>Adjournment</p> <p>MOTION 2012/26: That the meeting be adjourned. Moved: Kevin James</p> <ul style="list-style-type: none"> • Adjournment at 6:30 p.m. • The next meeting will be held at Guelph Civic Museum on Thursday, September 27, 2012 at 5:30 pm. |