



Agenda Museum Board

February 13, 2019

6:30 pm

St. Marys Museum

177 Church Street South, St. Marys

Pages

1. **CALL TO ORDER**

2. **DECLARATION OF PECUNIARY INTEREST**

3. **AMENDMENTS AND APPROVAL OF AGENDA**

RECOMMENDATION

THAT the February 9, 2019 Museum Advisory Committee agenda be accepted as presented

4. **DELEGATIONS**

5. **ACCEPTANCE OF MINUTES**

3

RECOMMENDATION

THAT the minutes of the January 9, 2019 meeting of the St. Marys Museum Advisory Committee be accepted as presented.

6. **BUSINESS ARISING FROM MINUTES**

7. **REPORTS**

6

RECOMMENDATION

THAT MUS 01-2019 February Monthly Report be accepted as information.

8. **OTHER BUSINESS**

9. **UPCOMING MEETINGS**

Wednesday, March 13 at 6:30pm

10. ADJOURNMENT AND MUSEUM TOUR

Moved By Scott Crawford
Seconded By Councillor Hainer

That Doug Fread be appointed Chair of the St. Marys Museum Board effective January 9, 2019 to December 31, 2019.

Carried

Moved By Councillor Hainer
Seconded By Scott Crawford

That Krissy Nickle be appointed Vice-Chair of the St. Marys Museum Board effective January 9, 2019 to December 31, 2019

Carried

5. ACCEPTANCE OF MINUTES

Moved By Krissy Nickle
Seconded By Councillor Hainer

That the minutes of the November 14, 2018 St. Marys Museum Board meeting be accepted as presented.

Carried

6. REVIEW OF INFORMATION BINDER

Staff reviewed Procedure By-Law 20 of 2016, Code of Conduct 74-2018 and St. Marys Museum Policies.

Moved By Councillor Hainer
Seconded By Scott Crawford

That the 2018-2022 St. Marys Museum Advisory Committee orientation binders have been received and reviewed by all members.

Carried

7. 2018 YEAR IN REVIEW

Amy Cubberley spoke to 2018 Year in Review presentation and responded to questions.

8. TERMS OF REFERENCE

Amy Cubberley spoke to the draft St. Marys Museum Advisory Committee Terms of Reference and responded to questions.

Moved By Councillor Hainer

Seconded By Krissy Nickle

That the St. Marys Museum Advisory Committee Terms of Reference be accepted as presented.

Carried

9. UPCOMING MEETINGS

Wednesday, February 13 at 6:30p.m.

A full tour of the Museum to follow the meeting.

10. ADJOURNMENT

Moved By Krissy Nickle

Seconded By Scott Crawford

That the St. Marys Museum Advisory Committee adjourn at 8:15pm.

Chair

Board Secretary

INFORMATION REPORT

To:	Chair Fread and members of the Museum Advisory Committee
Prepared by:	St. Marys Museum
Date of Meeting:	February 13, 2019
Subject:	MUS 2019-001 February Monthly Report

RECOMMENDATION

THAT MUS 2019-001 February Monthly Report be received for information.

REPORT

- **Administrative**
 - Volunteers logged 35 on-site hours in January.
 - Grant applications submitted for Young Canada Works (Museum), Young Canada Works (Archives) and Canada Summer Jobs funding for student positions.
 - Recruitment underway for seasonal Museum Assistants
 - Grant application submitted for Virtual Museums of Canada Community Stories program.
 - Most popular Facebook Post: January 29 “Train Tuesday” with a reach of 3418 and 185 reactions/comments/shares.
 - Planning meetings underway with Melodies at the Museum committee. This year’s concert series will expand from Heritage Festival weekend to Labour Day.
- **Research/Exhibits**
 - Ink and Imagination extended until Friday, March 1.
 - An exhibit highlighting baby and toddler textiles to open mid-March.
 - Newspaper exhibit to be installed at the Legislative Assembly of Ontario during the week of April 8.
 - One property history report was completed and presented to property owners.
- **Programming/Outreach**
 - Staff and volunteers led outreach programs at McCarthy Place on January 4 and Kingsway on January 8.
 - Staff and volunteers hosted an appreciation evening for all involved in the Ink and Imagination exhibit and project on January 11.
- **Collections Management**
 - Young Canada Works Intern continuing with textile storage audit that was started by summer students. Photograph, condition report and location verification undertaken for the 2250 textiles in the Museum’s collection. As of February 11 she is working on box 101 of 165.
- **Upcoming**
 - Stone Homes Seminar, February 14 (sold out)
 - St. Marys Heritage Fair, February 22
 - Stone Homes Seminar, February 27 (sold out)
 - Stained Glass Seminar, March 21

January 2019 Attendance

	Museum Tour		Archival Research		Don.	Vol.	Oth.	Outreach/ External	Group Visit/ Special		Gift Shop	Washroom	Total
	In Town	Out of Town	In Town	Out of Town					In Town	Out of Town			
Adult (18-64)	3	4	4	2	2	0	13	2	16		1		47
Senior (65+)	4	2	3	0	2	0	7	34					52
Youth (12-17)	4	3	0	0	0	0	0	0					7
Child (0-11)	2	1	0	0	0	0	0	0	11				14
Member	3	0	30	0	0	13	8	0	15				69
Total:	16	10	37	2	4	13	28	36	42	0	1	0	
Monthly Traffic Total:								188					

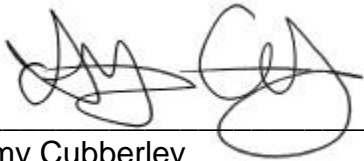
- January 2018 attendance for comparison: 194

Traffic Statistics for “Picture St. Marys” on Our Ontario website

(Location of 2,500 digitized photographs from Museum’s collection)

Month/Year	# Visitors to Site	# Visits to Site
January 2018	782	954
January 2019	939	1153

Recommended by the Department



Amy Cubberley
Curator and Archivist