



## **Minutes**

### **Museum Advisory Committee**

February 12, 2020

6:30 pm

St. Marys Museum

177 Church Street South, St. Marys

Member Present	Councillor Hainer, Doug Fread, Peter McAsh, Scott Crawford, Karen Ballard
Member Absent	Krissy Nickle
Staff Present	Amy Cubberley
Staff Absent	Jenna McCartney, Trisha McKibbin

#### **1. CALL TO ORDER**

In the Chair, Douglas Fread called the meeting to order at 6:30 p.m.

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

The agenda was amended to include 7.4 Council Report.

**Moved By** Councillor Hainer

**Seconded By** Scott Crawford

THAT the February 12, 2020 Museum Advisory Committee meeting agenda be accepted as amended.

**Carried**

**4. DELEGATIONS**

None.

**5. ACCEPTANCE OF MINUTES**

**Moved By** Scott Crawford

**Seconded By** Peter McAsh

THAT the January 8, 2020 Museum Advisory Committee minutes be accepted as presented.

**Carried**

**6. BUSINESS ARISING FROM MINUTES**

None.

**7. REPORTS**

**7.1 Museum Emergency Response Plan**

The Curatorial and Programming Assistant spoke to MUS 03-2020 Emergency Response Plan and responded to questions.

**Moved By** Councillor Hainer

**Seconded By** Karen Ballard

**THAT** MUS 03-2020 Emergency Response Plan be received for information.

**Carried**

**7.2 Museum Collections Management Policy**

The Curator/Archivist spoke to MUS 04-2020 Museum Collections Management Policy and responded to questions.

**Moved By** Councillor Hainer

**Seconded By** Peter McAsh

**THAT** MUS 04-2020 Collections Management Policy Update be received for information and review

and

**THAT** the St. Marys Museum Advisory Committee recommends to Council that the St. Marys Museum Collections Management Policy be approved as presented.

**Carried**

7.3 Museum and Archives Monthly Report

The Curator/Archivist spoke to MUS 05-2020 and responded to questions.

**Moved By** Peter McAsh

**Seconded By** Karen Ballard

**THAT** MUS 05-2020 February Monthly Report (Museum and Archives) be received for information.

**Carried**

**8. OTHER BUSINESS**

8.1 Friends of the Museum Directors designate

The Curator/Archivist explained that the Museum Advisory Committee Chair usually attends Friends of the St. Marys Museum Directors meetings so that there is communication between these two organizations. The current Chair is unable to attend meetings so the Friends of the Museum have asked that the Museum Advisory Committee appoint a different representative.

Karen Ballard and Peter McAsh both volunteered to attend Friends of the Museum Directors meetings.

**9. UPCOMING MEETINGS**

March 11, 2020 at 6:30 pm

**10. ADJOURNMENT**

**Moved By** Scott Crawford

**Seconded By** Councillor Hainer

**THAT** the St. Marys Museum Advisory Committee meeting adjourn at 7:13 p.m.

**7. REPORTS**

#### 7.4 Council Report

Councillor Hainer updated the Committee on recent Council activities.

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Chair Doug Fread

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Board Secretary Amy Cubberley