



Town of Newmarket Agenda

Elman W. Campbell Museum Board of Management

Date: Thursday, September 19, 2019
Time: 7:30 PM
Location: Elman W. Campbell Museum
134 Main Street South
Newmarket, ON

Pages

1. Call to order
2. Regrets
3. Additions & Corrections to the Agenda
4. Declarations of Pecuniary Interest
5. Approval of Minutes
 - 5.1 Elman W. Campbell Museum Board Meeting Minutes of June 20, 2019 2
6. Business arising from the Minutes
7. Correspondence and Communications
8. Financial Report
9. Museum Report
10. Friends of the Museum Report
11. New Business
12. Next Meeting
13. Adjournment



Town of Newmarket

Minutes

Elman W. Campbell Museum Board of Management

Date: Thursday, June 20, 2019
 Time: 7:30 PM
 Location: Elman W. Campbell Museum
 134 Main Street South
 Newmarket, ON

Members Present: Jackie Playter, Chair
 Councillor Morrison
 Ron Atkins
 Ross Caister
 Michelle Clayton-Wood
 Norman Friend
 Billie Locke
 Kathleen Jackson

Staff Present: W. Broydell, Curatorial Assistant
 A. Walkom, Legislative Coordinator

1. Call to order

The meeting was called to order at 7:30 PM.

2. Regrets

3. Additions & Corrections to the Agenda

Item 8.1: Letter of Attestation regarding Annual Operating Grant for the Museum was added to the agenda.

4. Declarations of Pecuniary Interest

None.

5. Approval of Minutes

5.1 Elman W. Campbell Museum Board Meeting Minutes of May 16, 2019

The minutes were corrected to show the meeting was called to order at 7:30 PM.

Moved by: Billie Locke

Seconded by: Kathleen Jackson

1. That the Elman W. Campbell Museum Board Meeting Minutes of May 16, 2019 be approved with corrections.

Carried

6. Business arising from the Minutes

6.1 Non museum programs/security issues

None.

6.2 Fire Hall Proposal, Master Plan

None.

6.3 Front Lawn Sign

Moved by: Ross Caister

Seconded by: Billie Locke

1. That the cost of the front lawn sign be included with the 2020 budget request up to \$25,000; and,
2. That the Elman W. Campbell Museum Board of Management provide input into the design of the sign.

Carried

6.4 Dishwasher, Installation/plumbing updates

The Curatorial Assistant advised that a commercial grade dishwasher would be required for the building and that the cost would be too great for the Museum.

7. Correspondence and Communications

The Curatorial Assistant circulated the periodicals which had been received by the Museum.

Moved by: Michelle Clayton-Wood

Seconded by: Ron Atkins

1. That the correspondence be received.

Carried

8. Items

8.1 Letter of Attestation regarding Annual Operating Grant for the Museum

Moved by: Billie Locke

Seconded by: Ross Caister

1. That the Elman W. Campbell Museum Board of Management endorse the Letter of Attestation and authorize Jackie Playter, Chair, to sign the Letter of Attestation on behalf of the Board.

Carried

9. Financial Report

The Financial Report was not available at the time of the meeting.

10. Museum Report

The Curatorial Assistant provided a report which included recent events and programming, including Victoria Day, Mothers Day and National Indigenous Peoples Day.

Moved by: Billie Locke

Seconded by: Kathleen Jackson

1. That the Museum Report be received.

Carried

11. Friends of the Museum Report

Billie Locke advised of the upcoming garage sale on August 17, 2019, which will require volunteers.

Moved by: Norman Friend

Seconded by: Ron Atkins

1. That the Friends of the Museum Report be received.

Carried

12. New Business

12.1 Heritage Newmarket Report

Norman Friend advised that at the recent meeting of Heritage Newmarket, the Committee had discussed ways to honour the life and accomplishments of Jim Nuttall. He asked if there was a way the Museum could honour Mr. Nuttall.

Moved by: Ross Caister

Seconded by: Billie Locke

1. That the Museum meeting room be named after James Nuttall.

Carried

12.2 Museum By-laws and Agreements

The Board discussed the by-laws and agreements related to the founding of the Museum. The Board discussed the age of the original by-law and if it needed to be updated or amended to reflect the current functioning of the Museum.

12.3 Museum Trust Fund

The Board continued the discussion from the May meeting regarding the Museum Trust Fund, specifically related to the calculation of the

Museum's remaining capital. The item was deferred to a future meeting for further discussion.

13. Next Meeting

The next meeting of the Elman W. Campbell Museum Board of Management will be held September 19, 2019.

14. Adjournment

The meeting adjourned at 8:33 PM.

Jackie Playter, Chair

Date