



# **Town of Newmarket Agenda**

## **Elman W. Campbell Museum Board of Management**

Date: Thursday, November 19, 2020  
Time: 7:30 PM  
Location: Electronic VIA ZOOM  
See How to Login Guide

### **Pages**

1. Call to order
2. Regrets
3. Additions & Corrections to the Agenda
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## **Town of Newmarket**

### **Minutes**

### **Elman W. Campbell Museum Board of Management**

Date: Thursday, September 17, 2020

Time: 7:30 PM

Location: Electronic VIA ZOOM

Members Present: Jackie Playter, Chair  
Ron Atkins  
Michelle Clayton-Wood  
Billie Locke

Members Absent: Councillor Morrison  
Ross Caister  
Norman Friend

Staff Present: W. Broydell, Curatorial Assistant  
D. Smith, Recreation Programmer  
A. Walkom, Legislative Coordinator

#### **1. Notice**

As the Municipal Offices were closed to the public, this meeting was available via ZOOM at [www.newmarket.ca/meetings](http://www.newmarket.ca/meetings).

#### **2. Call to order**

The meeting was called to order at 7:30 PM. Jackie Playter in the Chair.

#### **3. Regrets**

#### **4. Additions & Corrections to the Agenda**

None.

#### **5. Conflict of Interest Declarations**

None.

## **6. Approval of Minutes**

### **6.1 Elman W. Campbell Museum Board Meeting Minutes of February 20, 2020**

Moved by: Ron Atkins

Seconded by: Michelle Clayton-Wood

1. That the Elman W. Campbell Museum Board Meeting Minutes of February 20, 2020 be approved.

**Carried**

## **7. Business arising from the Minutes**

Jackie Playter inquired as to the status of the Museum Front Lawn Sign. The Recreation Programmer advised that she would follow up to determine the status.

## **8. Correspondence and Communications**

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

Moved by: Ron Atkins

Seconded by: Billie Locke

1. That the correspondence be received.

**Carried**

## **9. Financial Report**

Jackie Playter provided a financial report which included an overview of the Museum budget and reserve.

Moved by: Ron Atkins

Seconded by: Billie Locke

1. That the financial report be received.

**Carried**

## **10. Museum Report**

The Curatorial Assistant advised that the Elman W. Campbell Museum had been closed on March 12, 2020 due to the COVID-19 pandemic and had remained closed, leading to the cancellation of all programs and events. New displays have been held over until 2021. She advised that the Museum had received the Community Museums Operating Grant and that the Museum Assistance Fund had been applied for. She provided an update on the staff projects which have continued, including digitizing the accession registry. She advised that virtual formats may be utilized for upcoming Museum events.

Moved by: Billie Locke  
 Seconded by: Michelle Clayton-Wood  
 1. That the Museum Report be received

**Carried**

## **11. Friends of the Museum Report**

Billie Locke advised that all plans for the Friends of the Museum have been on hold during the COVID-19 pandemic and advised of how the FOM has been meeting during the pandemic.

Moved by: Ron Atkins  
 Seconded by: Michelle Clayton-Wood  
 1. That the Friends of the Museum Report be received.

**Carried**

## **12. New Business**

(1) Old Flame Brewing Company - Board Members discussed the Old Flame Brewing Company which will be located next to the Museum. Members expressed concern over the parking arrangements for the brewery and the location of waste collection facilities for the brewery.

## **13. Next Meeting**

The Board set the next meeting as November 19, 2020.

**14. Adjournment**

The meeting adjourned at 7:52 PM.

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Jackie Playter, Chair

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Date

**MUSEUM RESERVE AND ELMAN CAMPBELL RESERVE ACCOUNTS**  
**As At Oct 31, 2020**

<b>Reserve./Trust Description</b>	<b>Balance @ Jan. 1</b>	<b>Monthly Interest</b>	<b>YTD Interest</b>	<b>Contributions</b>	<b>Expenditures</b>	<b>Month-End Balance</b>
Museum Reserve	289,071.29	74.73	1,271.72		-	290,343.01
Conservation Reserve	12,246.22	3.17	53.88	-	-	12,300.10
Exhibit Reserve	9,887.27	2.56	43.51	-	-	9,930.78
Elman Campbell Trust	-	-			-	-
RBC Investment - GIC	-	-			-	-
<b>Total</b>	<b>311,204.78</b>	<b>80.46</b>	<b>1,369.11</b>	<b>-</b>	<b>-</b>	<b>312,573.89</b>

<b>Details of Contributions</b>		<b>Museum Reserve</b>	<b>Conservation Reserve</b>	<b>Exhibit Reserve</b>	<b>Elman Campbell Trust</b>	<b>Total Contributions</b>
Friends of the Museum						-
Kirkfield & District						-
Various small donations (no receipt)						-
Ron Burling (re: Norman Burling)						-
						-
						-
<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Details of Expenditures</b>		<b>Museum Reserve</b>	<b>Conservation Reserve</b>	<b>Exhibit Reserve</b>	<b>Elman Campbell Trust</b>	<b>Total Expenditures</b>
						-
						-
						-
<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>