

**Minutes of Museum Board Meeting
Held January 21, 2016
7:30p.m. at the Museum**

Present: Jackie Playter, Councillor Tom Vegh, Ross Caister, Jean Ede,
Billie Locke, Juli Playter, Lloyd Robertson, Beth Sinyard
Regrets: Shawn Turner
Absent: Jason Emo
Rec. Secretary: Whitney Broydell

1. Call to order:

The meeting was called to order at 7:30 p.m.

2. November 19, 2015 Minutes:

Motion to adopt minutes by Jean Ede, seconded Billie Locke. Carried.

3. Business Arising:

3.1 Sump pump/back flow preventer:

- Jason is not here. Beth will ask him to be at the next meeting.

3.2 Basement timeline updates:

- Included in Curator's report.

3.3 Non museum programs/security issues:

- Three courses scheduled for spring have all been cancelled.
- Funtastic French will be a Saturday course running here from 12noon-1:30p.m. until March 12.

3.4 First Aid and CPR Training:

- Training confirmed for January 27 and 28, 2016.

3.5 Camera & Printer:

- The Instax camera was used for Cocoa and Cookies with Santa, although most parents took their own photos. We will be able to use the new camera and printer for a lot of things. It is a good purchase for the museum to have.
- Thanks to Councillor Tom Vegh and Juli for doing the research.

4. Correspondence and Communication:

- Heritage in Markham.

Motion to receive correspondence by Lloyd Robertson, seconded by Billie Locke. Carried.

5. Financial Report: As of December 31, 2015

	Month end Balance	Monthly Interest	YTD Interest
Museum Reserve	8,289.69	3.66	71.54
Conservation Reserve	11,357.14	5.02	94.80
Exhibit Reserve	8,777.67	3.88	73.39
Elman Campbell Trust	81,469.91	65.68	357.36
RBC Investment, GIC	241,936.79	438.25	6,018.84

- Operating Budget is not available.

Motion to accept Financial Report by Ross Caister, seconded by Billie Locke. Carried.

6. Curator's Report and Recent Acquisitions:

- Curator's Report was reviewed.
- YTD Attendance is 8,126. Our best year ever!!
- Gift Shop Sale went well. Thanks to the Friends of the Museum.
- School Groups – due to the flood and programming material being off site, we were unable to hold our regular holiday programming. However, we still had school groups wanting to visit and were given a modified version.
- Ghost Tours – Beth reported she has been put on the committee to organize ghost tours of Main Street in connection with the opening of the Old Town Hall. This is an exciting new program being planned. Beth is to plan the route. Group discussion that this provides a great opportunity to discuss historical figures and funeral rights from the past. Councillor Vegh knows of a filmmaker that makes 9-12, 90sec. films. We could get a grant to hire a filmmaker and make some films about ghosts. Costumes would also be supplied. Other ideas included Indigenous ghosts meeting at the Trading Tree, the priest house on Main St. and the former nunnery on Ontario St.
- Cocoa and Cookies with Santa – another great event presented by the Friends of the Museum.
- Basement update –Two companies have provided plans and quotes for mobile shelving. Estimates are pretty close - \$50,000-\$60,000. The Board has already approved the financing. This will be a good investment for the museum.

Motion to accept Curator's Report by Ross Caister, seconded by Billie Locke. Carried.

7. Friends of the Museum Report

- Christmas Gift Shop sale – very successful and raised \$540.00. Repeat next year.
- Cocoa and Cookies with Santa – went very well, 80 in attendance.
- Reviewed the upcoming event schedule and display planning schedule for 2016.
- Thanks to the Friends of the Museum for doing a wonderful job!

8. New Business:

8.1 Collections Policy:

- Copies of the policy were circulated and Beth provided an overview.
- Next step – Museum Board to review by next meeting.

8.2 George Luesby artwork:

Representatives from the Elman W. Campbell Museum, Heritage Newmarket and the Friends of the Museum met with the Assistant Solicitor. Mr. Luesby always gave his verbal approval and lots of groups are using his artwork. As a lot of time has passed we do not need to worry about this.

9. Next Meeting date: February 18, 2016

The meeting was adjourned on a motion by Jean Ede at 8:40p.m.

Chair_____

ELMAN W. CAMPBELL MUSEUM

Board of Management

Thursday February 18, 2016

1. Call to order
2. Regrets: Shawn Turner, Whitney Broydell
3. Minutes January 21, 2016
4. Business arising from the Minutes:
 - 4.1 Sump pump/back flow preventer, basement timeline updates
 - 4.2 Non museum programs/security issues – keep on agenda to monitor
 - 4.3 Fire Hall Proposal and Master Plan
 - 4.4 Collections Policy
5. Correspondence and Communications
6. Financial Report
7. Curators Report and New Acquisitions
8. Friends of the Museum Report
9. New Business
 - 9.1 Next policy
 - 9.2 New donation(s)
10. Next Meeting: March 17, 2016
11. Adjournment