Town of Newmarket

Minutes

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
Members Present:	Jackie Playter, Chair Councillor Morrison (7:54 PM - 8:00 PM) Ross Caister Michelle Clayton-Wood Norman Friend Billie Locke Kathleen Jackson
Members Absent:	Ron Atkins
Staff Present:	W. Broydell, Curatorial Assistant A. Walkom, Legislative Coordinator

1. Call to order

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

2. Regrets

3. Additions & Corrections to the Agenda

None.

4. Declarations of Pecuniary Interest

None.

5. Approval of Minutes

5.1 Elman W. Campbell Museum Board Meeting Minutes of June 20, 2019

Moved by: Ross Caister

Seconded by: Billie Locke

1. That the Elman W. Campbell Museum Board Meeting Minutes of June 20, 2019 be approved.

Carried

6. Business arising from the Minutes

6.1 Museum Fund

Moved by: Ross Caister

Seconded by: Kathleen Jackson

1. That the Museum Fund be approved as presented by the Town Treasurer.

Carried

7. Correspondence and Communications

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

Moved by: Billie Locke

Seconded by: Michelle Clayton-Wood

1. That the correspondence be received.

Carried

8. Financial Report

Jackie Playter provided the financial report for August and an overview of the budget to date in 2019.

Moved by: Ross Caister

Seconded by: Norman Friend

1. That the financial report be received.

Carried

9. Museum Report

The Curatorial Assistant advised that there had been flooding in the Museum basement on August 17, 2019, but that no damage had occurred to the collection. She also advised that there had been wildlife control issues in the Museum building due to bats and squirrels entering the building.

The Curatorial Assistant provided an overview of the summer programs which had taken place since the last meeting including Wee Fun Wednesdays, summer camps, pop up displays at 395 Mulock, the Newmarket Public Library, and the Seniors Centre, and National Indigenous Day. She advised of upcoming events including Culture Days, the Mulock Farm Harvest Picnic, and Halloween Fun.

Moved by: Michelle Clayton-Wood

Seconded by: Billie Locke

1. That the Museum Report be received.

Carried

10. Friends of the Museum Report

Billie Locke provided a report on the Friends of the Museum's support of Museum programs through the summer including History Through Stitches, the camp program, the Wee Fun Wednesday program, and National Indigenous Day.

Moved by: Ross Caister

Seconded by: Councillor Morrison

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

Carried

11. New Business

(1) Michelle Clayton-Wood inquired as to liability insurance for board members and Museum volunteers. Staff to follow up regarding coverage of all volunteers.

12. Next Meeting

The next meeting of the Elman W. Campbell Museum Board is October 17, 2019.

13. Adjournment

The meeting adjourned at 8:00 PM.

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Jackie Playter, Chair

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Date