



Town of Newmarket

Minutes

Elman W. Campbell Museum Board of Management

Date: Thursday, October 17, 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
Michelle Clayton-Wood
Norman Friend
Billie Locke

Members Absent: Ross Caister
Kathleen Jackson

Staff Present: W. Broydell, Curatorial Assistant
L. Schembri, Supervisor of Culture Services
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 September 19, 2019

Moved by: Billie Locke

Seconded by: Councillor Morrison

1. That the Elman W. Campbell Museum Board Meeting Minutes of September 19, 2019 be approved.

Carried

6. Business arising from the Minutes

6.1 Museum By-laws Discussion

The Board continued the discussion from previous meetings regarding the by-laws related to the founding of the Museum. The discussion concluded with the Members deciding that the Museum had functioned through the years, despite some ambiguity in the by-laws.

7. Correspondence and Communications

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

Moved by: Ron Atkins

Seconded by: Billie Locke

1. That the correspondence be received.

Carried

8. Financial Report

Jackie Playter provided the financial report with an overview of the museum reserve, conservation reserve fund, and exhibit reserve fund.

Moved by: Billie Locke

Seconded by: Councillor Morrison

1. That the financial report be received.

Carried

9. Museum Report

The Curatorial Assistant provided an overview of upcoming Museum maintenance including preparations for the closure in January 2020.

The Curatorial Assistant provided an overview of recent and upcoming programs and events including Wee Fun Wednesdays, Culture Days, the Harvest Picnic and the Bring and Brag event to be held November 2.

Moved by: Ron Atkins

Seconded by: Michelle Clayton-Wood

1. That the Museum Report be received

Carried

10. Friends of the Museum Report

Billie Locke advised of a subcommittee which was formed to organize the upcoming Santa event. She also advised of the upcoming gift shop sale.

Moved by: Norman Friend

Seconded by: Ron Atkins

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

Carried

11. New Business

The Supervisor of Culture Services provided the Board with information regarding liability insurance coverage for both Board members and volunteers of the Museum.

12. Next Meeting

The next meeting of the Elman W. Campbell Museum Board is November 21, 2019.

13. Adjournment

The meeting adjourned at 8:23 PM.

Jackie Playter, Chair

Date