



# Town of Newmarket

## Minutes

### Elman W. Campbell Museum Board of Management

Date: Wednesday, October 30, 2024

Time: 7:00 PM

Location: Cane Room  
Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

Members Present: Jackie Playter, Chair  
Ron Atkins  
Billie Locke  
Alexis Gada  
Nancy Fish  
Councillor Woodhouse  
Krista Rauchenstein  
Dan MacPherson

Staff Present: W. Broydell, Cultural Programmer - History and Heritage  
S. Granat, Legislative Coordinator  
J. Charpentier, Curatorial Assistant

The meeting was called to order at 7:00 PM  
Jackie Playter in the Chair.

#### 1. Notice

Jackie Playter advised that members of the public can attend this meeting of the Elman W. Campbell Museum Board in person in the Cane A and B Rooms located at the Municipal Offices (395 Mulock Drive).

#### 2. Additions & Corrections to the Agenda

None.

**3. Conflict of Interest Declarations**

None.

**4. Approval of Minutes**

**4.1 Minutes of the September 25, 2024 meeting of the Elman W. Campbell Museum Board**

Moved by: Nancy Fish

Seconded by: Billie Locke

1. That the meeting minutes of the September 25, 2024 meeting of the Elman W. Campbell Museum Board be approved.

**Carried**

**5. Items**

**5.1 Tip Tap Machine**

Board Members discussed a Tip Tap machine, including about the machine, fundraising amounts, overhead costs, other organizations that have a Tip Tap machine, donations, other options for digital fundraising, QR codes, the website, and leveraging other Town payment solutions.

**5.2 Elman W. Campbell Museum Monthly Report**

The Cultural Planner History and Heritage provided a verbal update on the Elman W. Campbell Museum Monthly Report including the museum closure and roof work status.

Board Members queried staff regarding the Indigenous training session.

Moved by: Ron Atkins

Seconded by: Billie Locke

1. That the report entitled Elman W. Campbell Museum Monthly Report dated October 30, 2024, be received.

**Carried**

### **5.3 Museum Reserve and Elman W. Campbell Reserve Accounts**

Moved by: Councillor Woodhouse

Seconded by: Nancy Fish

1. That the Museum Reserve and Elman W. Campbell Reserve Accounts be received.

**Carried**

### **5.4 Friends of the Museum Report**

Board Members discussed the number of members of Friends of the Museum.

### **5.5 Strategic Planning Session Summary Notes**

The Cultural Programmer, History and Heritage provided a verbal summary of the Strategic Plan Summary Notes including themes and focus areas and additional discussion questions.

Board Members discussed scheduling a strategic planning discussion at an upcoming meeting, duration of a meeting, and focus areas.

Board Members queried Staff regarding any preparatory work needed.

Moved by: Dan MacPherson

Seconded by: Nancy Fish

1. That the Strategic Planning Session Summary Notes be received.

**Carried**

### **5.6 Memorandum - Elman W. Campbell Museum Board Accomplishments 2024**

Moved by: Dan MacPherson

Seconded by: Councillor Woodhouse

1. That the Memorandum regarding Elman W. Campbell Museum Board Accomplishments 2024 be approved.

**Carried**

**6. New Business**

**7. Adjournment**

Moved by: Nancy Fish

Seconded by: Dan MacPherson

1. That the meeting be adjourned at 7:46 PM.

**Carried**

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Jackie Playter, Chair

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Date