



Town of Newmarket

Minutes

Elman W. Campbell Museum Board of Management

Date: Wednesday, April 23, 2025
Time: 7:00 PM
Location: Elman W. Campbell Museum
134 Main Street South
Newmarket, ON

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

Staff Present: S. Granat, Legislative Coordinator
J. Charpentier, Curatorial Assistant
T. Kargl, Museum Instructor

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 view the meeting in person only at the Elman W. Campbell Museum located at 134 Main Street South, Newmarket.

2. Additions & Corrections to the Agenda

None.

3. Conflict of Interest Declarations

None.

4. Approval of Minutes

4.1 Minutes of the March 26, 2025 meeting of the Elman W. Campbell Museum Board

Moved by: Ron Atkins

Seconded by: Nancy Fish

1. That the minutes of the March 26, 2025 Elman W. Campbell Museum Board meeting be approved.

Carried

5. Items

5.1 Elman W. Campbell Museum Monthly Report

The Museum Instructor and the Curatorial Assistant provided an update regarding the Legislative Display Exhibit submission, pictures of last year's exhibit, training camp, as well as Recreational and Culture Summer Magazine, and the volunteer exhibit.

Members discussed the Easter Scavenger Hunt including attendance, congratulated staff, and Newmarket as an arts Town.

Moved by: Billie Locke

Seconded by: Councillor Woodhouse

1. That the Elman W. Campbell Museum Monthly Report be received for information.

Carried

5.2 Museum Reserve and Elman Campbell Reserve Accounts

Moved by: Ron Atkins

Seconded by: Billie Locke

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

Carried

5.3 Display Boards for Upcoming Exhibit

The Curatorial Assistant spoke to Display Boards for Upcoming Exhibit including display board cost, reimbursement of the cost from the exhibit reserve. Progress and new designs for the displays.

Moved by: Councillor Woodhouse

Seconded by: Nancy Fish

1. That the Elman W. Campbell Museum Board authorize the cost of display boards for the Volunteer Display for a cost of up to \$657.00 from the Exhibit Reserve.

Carried

6. New Business

6.1 South of Davis Study Area

Nancy Fish spoke to the South of Davis Study Area including a recent community session, discussion of attending the Museum, as well as directional signs and wayfinding.

6.2 Construction Update

The Curatorial Assistant provided the construction update including dates, and the Millard Avenue closure.

Board Members queried staff regarding contacting the Christian Baptist Church for parking across the street as well as potential days of the week, paying for Museum Staff parking and a larger museum space.

6.3 Moving the Accessible Parking Spot

Jackie Playter provided an update regarding Accessible Parking Spot including conversations with the Church, their response.

Board Members queried staff regarding next steps.

6.4 Museum and Malt / History and Hops Event

Nancy Fish spoke to the Museum and Malt / History and Hops event including location, event idea, ways to plan event, overview and concept of the event.

Board Members discussed forming a sub committee including Nancy Fish, Alexis Gada, Jackie Playter, and Billie Locke as well as potential event timing, and advertising.

6.5 Maintenance Closure

The Curatorial Assistant provided an update regarding a Maintenance Closure in May 2025 including the date and reason.

Members of the Board queried staff regarding ceiling tile replacements and scope of replacement.

7. Adjournment

Moved by: Billie Locke

Seconded by: Councillor Woodhouse

1. That the meeting be adjourned at 7:26 PM.

Carried

Jackie Playter, Chair

Date