



Town of Newmarket

Minutes

Elman W. Campbell Museum Board of Management

Date: Wednesday, February 25, 2026

Time: 7:00 PM

Location: Elman W. Campbell Museum
134 Main Street South
Newmarket, ON

Members Present: Jackie Playter, Chair
Billie Locke
Nancy Fish
Councillor Woodhouse
Krista Rauchenstein

Members Absent: Ron Atkins
Alexis Gada
Elaine Adam

Staff Present: S. Granat, Legislative Coordinator
N. Joinville, Cultural Programmer - History and Heritage

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

2. Additions & Corrections to the Agenda

None.

3. Conflict of Interest Declarations

None.

4. Approval of Minutes

4.1 Elman W. Campbell Museum Board meeting minutes of January 28, 2026

Moved by: Krista Rauchenstein

Seconded by: Nancy Fish

1. That the Elman W. Campbell Museum Board meeting minutes of January 28, 2026 be approved.

Carried

5. Items

5.1 Elman W. Campbell Museum Monthly Report

The Cultural Programmer, History and Heritage provided a summary of the Elman W. Campbell Museum Monthly report including spring programming, the Black History Month exhibit, and Little Museum Time.

Board Members queried regarding advertising and the book club.

Moved by: Billie Locke

Seconded by: Nancy Fish

1. That the report entitled Museum Monthly Report dated February 25, 2026 and January 2026, be received for the Museum Board's information.

Carried

5.2 Museum Reserve and Elman Campbell Reserve Accounts

Jackie Playter read the Museum Reserve and Elman Campbell Reserve Accounts.

Moved by: Councillor Woodhouse

Seconded by: Billie Locke

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

Carried

5.3 Year-end Glance

The Cultural Programmer, History and Heritage provided a summary regarding the Year-end Glance including educational bookings, Black History Month, public attendance, programming, seasonal attendance, volunteers, and collaborations with local organizations.

Board Members discussed collaborations with local organizations.

Moved by: Nancy Fish

Seconded by: Councillor Woodhouse

1. That the Year-end Glance be received.

Carried

5.4 High Tea Event Planning

Nancy Fish provided an update regarding High Tea Event Planning including the event date, attendance goal, estimated ticket price, seating, catering, volunteer tasks, a speech by the Cultural Programmer, History and Heritage; accessing the venue the day before, when to arrive the day-of the event, an anonymous donation of \$1,000, fundraising goal, reason for fundraising, advertising on the Town's social media, connecting with York Region Police, and Newmarket Today, a media release, and attendees.

Board Members queried regarding charitable status, tax receipts, requesting a Recreation Pass from the Mayor, marketing on Facebook, and using the Friends of the Museum Facebook account.

Board Members discussed the fundraising cause, social media advertising, and incorporating a tea pot exhibit.

6. Outstanding Matters

6.1 Accessible Parking Space

The Legislative Coordinator provided an update regarding the Accessible Parking Space including the status.

7. New Business

7.1 Indigenous Mural

Nancy Fish discussed the Indigenous Mural including a recent tour, and Gloria Hope.

7.2 Ladies Supper Club

Nancy Fish provided an update regarding the recent Ladies Supper Club event including congratulations to Alexis Gada.

Board Members discussed the response from attendees on the event's museum tour.

8. Adjournment

Moved by: Nancy Fish

Seconded by: Councillor Woodhouse

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

Carried

Jackie Playter, Chair

Date