



## **REPORT**

**TO:** Mayor & Council

**FROM:** Jason Kabel, Manager of Community Services

**DATE:** December 5, 2014

**RE:** **Museum Advisory Committee Recommendation – letter received by Council**

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At the regular meeting of Council on Monday, November 24, 2014, Council referred the letter from the Museum Advisory Committee (attached) to the Community Services Executive Committee for input and recommendation.

At their meeting on October 20, 2014, the Museum Advisory Committee (MAC) passed the following motions:

- 1) To request someone from council to sit as part of the committee - The Committee believes that having a council member sit on the committee will give management and council a better understanding of the issues faced by the museum and vice versa.
- 2) To request additional staffing for the museum - The Committee firmly believes that the museum requires additional full-time staffing in order to meet the standards laid out by the Canadian Museums Association. The collection is not being adequately managed to CMOG specifications, there is minimal programming for seniors and children (necessary for future sustainability), the needs of artists and the wider cultural community are not being met, and with the increased traffic through the museum, the curator is struggling to meet deadlines.

### **Recommendation**

At the inaugural meeting on Council on December 1, 2014, Mayor Avis appointed Councillor Paul Ryan to the Museum Advisory Committee so the first recommendation presented has already been granted. The request for an additional part-time employee at the Museum could be explored and examined by the Community Services Division at the will of the Executive Committee.

Respectfully Submitted,

Jason Kabel

### **Council approval of this report will:**

- 1) Endorse the appointment of a Council member to the Museum Advisory Committee.
- 2) Authorize Museum curator Sherry George to investigate options for additional staffing support through available federal & provincial grants, volunteer assistance, and high school co-op opportunities.



## **Mayor Avis & Council**

The Museum Advisory Committee, at their Oct 20<sup>th</sup> meeting, passed two motions: 1) to request someone from council to sit as part of the committee, and 2) to request additional staffing for the museum.

1) The Committee believes that having a council member sit on the committee will give management and council a better understanding of the issues faced by the museum and vice versa.

2) The Committee firmly believes that the museum requires additional full-time staffing in order to meet the standards laid out by the Canadian Museums Association. The collection is not being adequately managed to CMOG specifications, there is minimal programming for seniors and children (necessary for future sustainability), the needs of artists and the wider cultural community are not being met, and with the increased traffic through the museum, the curator is struggling to meet deadlines.

The committee understands that a full-time position may not be possible at this time. We do feel strongly about making the request however. What we are hoping for, in the interim, is that you will consider part-time help for the museum – someone to cover the hours the museum is open (20 hours/week), thereby allowing Mrs. George to properly manage the collection and to expand the role of the museum in our community.

To help with staffing limitations, Mrs. George is making other changes to the way the museum is managed. Some of these include: running fewer exhibits (only two new exhibits next year; holding this one over the winter), and shortening the summer season (returning to off-season hours following Labour Day).

She continues to investigate intern positions that would help address the accessioning backlog issue. The museum also relies heavily on volunteers for assistance with research, but neither of these options solves the staffing shortfall over the long term.

Sincerely,

Museum Advisory Committee:

Debbie Ballard

Bruce Caldwell

Robert Schulz

Judy Kielczewski

Mary Hickling