

TOWN OF FORT FRANCES

MINUTES

MUSEUM ADVISORY COMMITTEE

August 28, 2019

The meeting of Museum Advisory Committee of the Town of Fort Frances was held in the Museum on August 28, 2019 from noon to 1:17 p.m.

PRESENT: Debbie Ballard - Chair, Robert Schulz, Caren Fagerdahl, Nell Laur, John McTaggart - Councillor; Mary Hickling absent

ALSO PRESENT: Sherry George, Museum Curator, Jason Kabel, Community Services Manager, Bev Cochrane, Assistant Curator

1. CALL TO ORDER

2. Disclosure of Conflict of Interest and the General Nature Thereof:

3. Approval of Previous Committee Minutes

3.1 Meeting Date: July 24. Accepted as sent.

4. Governance:

4.1 Reminder of Code of Conduct training on Sept 18 at noon. If you plan to attend, you need to RSVP Lisa Slomke.

4.2 Next regional museums meeting will be in Dryden on Thurs Sept 26. Both Sherry & Bev will attend but will require coverage. Nell and Robert will help if student can lock up.

4.3 Sherry and former intern, Laura Gosse, will attend the OMA conference Oct 23-25 in Brantford. Will present along with Kayleigh Speirs of Manitou Historical Centre.

5. Finance:

5.1 NOHFC final payment of \$16,329.60 wasn't showing up in budget line. Accounting located the problem. \$8468.25 has been allocated for 2018 and \$7861.35 as revenue for 2019.

5.2 Received 3-week extension on YCW student grant, therefore an additional \$992.51.

5.3 Final reports are due on student grants.

5.4 Friends group and Advisory Committee together are preparing report on Owandem to present to budget committee, asking that money for a berth for the Owandem can be included in 2020 budget.

6. Collections:

6.1 Received an inquiry about our Morrisseau from a group at Carlton University that is compiling a history and art research project on Norval Morrisseau. Nell put together the requested information file and forwarded it on.

7. Exhibitions:

7.1 Until Sept 29: Echoes in the Ice, Finding Franklin's Ship. Preparing now for shipping day, Oct 3; lift truck and men will be needed to help get crates back on the truck.

Oct-Dec: Prohibition & Profit, the Business of Smuggling Booze
Jan-Mar: Canada, Day 1

8. Interpretation & Education:

- 8.1 Children's programming (Rec'n Crew visits, RL Square Tues afternoons, Day Care visits) is over for the summer. Successful.
- 8.2 Two information sessions will be held around the Language Party: Sept 12 at 6 p.m. and Sept 14 at 1 p.m. The Right Relations Circle will be partnering with us on this event that will take place mid-October.
- 8.3 As introduced by Bev at our last meeting, we are looking to partner with UofT on a research project. This could be a fit with our Rainy River history project (with S.Loney and J.Leonard) or could be around another topic like storytelling. We haven't had the opportunity to discuss this further with our contact.

9. Research:

- 9.1 Research taking place on three main subjects: our next exhibit, prohibition; our project, Rainy River history; and local military by a new volunteer, Nolan Faragher.

10. Conservation:

11. Physical Plant:

- 11.1 Some capital items seeing work: town has tendered for a new HVAC system; work on hold on Hallett upgrades. As the Hallett is deteriorating (another door off the hinges), we will not be keeping it open thru Sept.
- 11.2 TSSA inspection issued 3 orders for elevator. Report was forwarded to OTIS.

12. Community:

- 12.1 Fall line-up of workshops will be advertised soon. Caren Fagerdahl is finalizing list of Saturday workshops; will be advertised next week. Bev Cochrane is meeting with indigenous workshop partners next week.

13. Human Resources / Professional Development:

- 13.1 Bev will be attending a CCI (Canadian Conservation Institute) course at the Mounds on exhibit case design Sept 10/11. Also planning for hunter safety course (Sept 5-8) as restricted and non-restricted license required.
- 13.2 Summer students are done as of today. At this time, none will be returning next year. Alyssa Armstrong is entering her last year of university; Naomi McManaman will be looking for employment with an Ottawa museum in the coming year; and Katelyn Bruyere hopes to find summer employment in her field. We will miss them. Excellent group.
- 13.3 Hired high school student Anna Gagne for Saturdays and future summer employment. She has worked a few days and is learning fast.
- 13.4 Performance evaluations complete. Students commented that their job was more difficult with 2 fewer staff. Discussed two changes for next year that will help: 1) will not remain open Sundays next year as few visitors. No businesses are open uptown anyway. 2) will run tea & scones every 2nd week instead of every week. Will also help with getting enough bakers.

13.5 As requested from last meeting, Bev supplied a typed list of courtyard safety concerns recorded by summer staff.

14. Numbers:

14.1 July: 904; (July 2018: 725)

15. Strategic Plan:

15.1 In order to continue to meet museum standards, we are reviewing and updating museum policies. A more succinct Statement of Purpose was approved. Next month, we will review the Collections Management policy, revised in 2013 with input from Cathy Blackbourne, our Toronto advisor.

16. Recommendations to be made to the Executive Committee of Community Services...

17. ADJOURN / NEXT MEETING DATE

17.1 Next meeting date: Wed Sept 25. Meeting adjourned 1:17 p.m.

D. Ballard, Chair

S. George, Museum Curator