

TOWN OF FORT FRANCES

MINUTES

MUSEUM ADVISORY COMMITTEE

February 24, 2021

The meeting of Museum Advisory Committee of the Town of Fort Frances was held virtually on February 24, 2021 from 1:00 p.m.

PRESENT: Debbie Ballard - Chair, Robert Schulz, Caren Fagerdahl, Christine Denby, J. McTaggart, Councillor
REGRETS: Mary Hickling
ALSO PRESENT: Beverley Cochrane, Museum Curator, Aaron Bisson, Recreation & Culture Manager

1. CALL TO ORDER

1.1 Welcome Christine Denby to first Museum Advisory Committee meeting.

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

3. Approval of Previous Committee Minutes

3.1 Meeting Date: Error or Omissions

4. Governance:

4.1 Christine Denby appointed to Museum Advisory Committee until November 2022. Bev had previously provided Christine with information about Museum policies.

5. Finance:

5.1 Canadian Museum Operating Grant (CMOG) reporting from 2019 standards which were deferred in 2020 is now due March 31, 2021. No word on if 2021 CMOG application will be an expedited process as it was in 2020; Curator will follow up accordingly.

6. Physical Plant:

6.1 Humidity Issues Continue. Relative Humidity has ranged from 16% on top floor to 80% on bottom floor. We have humidifiers on top floor; while de-humidifiers are operating in basement. I've been assured that new humidifiers have been ordered; no estimated delivery date. (We've had to move several artifacts from storage to main gallery due to condensation buildup on ceiling)

6.2 Fire Panel has been budgeted to be replaced. Faulty sensor in basement since August 2019; sensor froze in December/ January resulting in 3 false alarms. Fire Department dispatched to Museum 3 times. Sensor has been moved to mitigate risk of freezing again.

7. Collections:

7.1

- Bev and Sarah have been contacted regarding a few interesting items for donation to our collection. Deed of gift forms sent to each individual. Some of the donees are out of our District, although items are pertinent to our District.

8. Exhibitions:

- 8.1 Temporary Exhibit Space - Tentative Schedule
- March - May 2020: Nindinawemaganag: My Relations
 - June - August: Nations and Voices Project
 - September - October: Tony Cepers Art
 - November 2021 - February: Fort Frances Businesses

9. Interpretation & Education:

- 9.1 Walking Tour - Pocket Sights app has been selected as it is most in line with Museum budget. Tour locations haven't been decided on; tour will be projected to launch by mid-May 2021.
- 9.2 Previous exhibits will be digitized and shared on social media

10. Research:

- 10.1
- Numerous small research requests come through; searches for obituaries, birth announcements, specific articles in FF Times

11. Conservation:

- 11.1 Bev will obtain quotes for repainting of Russel Brothers anchor purchased in Fall 2020.

12. Community:

- 12.1 Fort Frances Writers Group continue to meet virtually; as the group hasn't been able to meet at Museum since February 2020. They will be meeting for the first time at the Shaw Hub room at the Fort Frances Public Library and Technology Centre for the March 2021 meeting. All COVID-19 restrictions will be adhered to.
- 12.2 Partnership with Community Living Fort Frances. They have completed a Make and Take kit for Valentine's Day; more projects to occur.
- 12.3 Friends of the Museum
- Have met virtually on January 21, 2021 & February 18, 2021.
 - Planning "SnOasis 9" activities throughout March as opposed to a full Day the first Saturday at the Rainy Lake Square.
- 12.4 Rainy River District Right Relations Circle has changed their meeting dates to the third Tuesday of the month beginning in January.
- The FFPLTC has put in a grant for a Coordinator position for a partnership between RRDRRC; FFPLTC and FF Museum. Cultural Heritage series focussing on weekly programming at the RL Square.

13. Human Resources / Professional Development:

- 13.1 Full-time Museum Attendant hired on January 11, 2021; the same day Museum staff were sent to work from home due to "Stay at Home" order. Museum Attendants' primary focus will be a Tourism focus with duties related to Rainy Lake Square duties, bookings, etc.
- 13.2 Two "Post-Secondary" student positions have been applied for. Focus will be on tourist information, Rainy Lake Square and digitization of newspapers and artifacts.

14. Numbers:

14.1 December 2019: 132 December 2020: 33
January 2020: 242 January 2021: 35

15. ADJOURN / NEXT MEETING DATE

(Note: prior to adjournment, Caren Fagerdahl verbally requested a two month leave of absence from the Museum Advisory Committee. This request was verbally granted.

15.1 Wednesday March 24, 2021 at 1:00 PM

D. Ballard, Chair

B. Cochrane, Museum Curator