

Chatham-Kent Museum Advisory Committee

Minutes

Thursday, November 22, 2018

7:00 PM

1. Call to Order

Present: Mindy Bows
Eileen Crouch
Christine Stover
James Purdy
Frank Vink
Dr. Glenn Mizener
Jerry Hind
Bill Scott
Lydia Burggraaf, Assistant Curator, Chatham-Kent Museum
Stephanie Saunders, Curator, Chatham-Kent Museum
Ann Robinson, Manager, Recreation & Culture Services

Regrets: Councillor Doug Sulman

2. Provision for Declaration of Pecuniary Interest

No member of the Board declared a pecuniary interest on any matter on the open session agenda.

3. Minutes of the Meeting of September 27, 2018

A spelling error was noted.

Ms. Crouch moved, seconded by Mr. Purdy:

“That minutes of the September 27, 2018 Advisory Committee meeting be approved.”

The Chair put the Motion.

Motion Carried

4. **Business Arising from the Minutes – None;**

5. **New Business**

a) **Items for deaccessioning – None;**

b) **Information Reports to be received**

- i. Curator's Report, by Stephanie Saunders, Curator

Attendance Summary:

- September
 - Program participants: 27
 - School groups: 0
 - CKM visitors: 197 (2017 visitors: 224)
 - MHH visitors: 14 (2017 visitors: 13)
- October
 - Program participants: 36
 - School groups: 0
 - CKM visitors: 194 (2017 visitors: 227) *CKM closed for painting October 5-23, 2018
 - MHH visitors: n/a (2017 visitors: 104)

Attendance Overview of 2018

- YTD visitors by time of day
 - 11AM-12PM: 102 (only Saturday-Sunday)
 - 12-1PM: 106 (only Saturday-Sunday)
 - 1-2PM: 346
 - 2-3PM: 410
 - 3-4PM: 276
 - 4-5PM: 116 (only Wednesday-Friday)
 - 5-6PM: 59 (only Wednesday-Friday)
 - 6-7PM: 64 (only Wednesday-Friday)
- YTD visitors by weekday
 - Wednesday: 439
 - Thursday: 440
 - Friday: 480
 - Saturday: 521
 - Sunday: 297

Web Visitors:

- September:
 - Municipal website: 235
 - Facebook users/clicks: 859/59
- October:
 - Municipal website: 305

- Facebook users/clicks: 5162/269

Staff Development:

- The program coordinator completed High Five Quest II training.
- Museum staff assisted in the municipal showcase tent at the IPM.
- The Curator attended the OMA conference on October 25-26.

Maintenance:

- The museum has been painted and new lighting installed in the mezzanine.

Curatorial Activities:

- Two artifacts have been accessioned.
- Five research requests were received and four were completed from September to October.
- Our Administrative Assistant is uploading the images of artifacts in *Out in the Open* to our VITA site.
- Collections Log:
 - Spinning wheel, decline, duplicate
 - Wheel chair, decline, does not meet collections mandate
 - Photograph, John Goulet, accept, meets collections mandate
 - Manuscript, "Sketches of Pioneer Life," accept, meets collections mandate
 - Program, KHS, September 1936, accept, meets collections mandate
 - Postcard, Hotel Sanita, accept, meets collections mandate
 - 4 prints, architectural, Chatham, accept, meets collections mandate
 - 1959-1960 & 1960-1961 CVS yearbook, accept, meets collections mandate
 - Barrel lid and fan, T.H. Taylor, Beaver Mills, accept, meets collections mandate
 - Photograph, Butler Photography, 1882, accept, meets collections mandate
 - Bottle, Dr. L.G. Payne, Dresden, accept, meets collections mandate
 - Bottle, "Quick Shine Stove Polish," Dresden, accept, meets collections mandate
 - Label, Indian Healing Oil, Arthur Hill, Chatham, accept, meets collections mandate

Conservation:

- No report.

Exhibitions:

- *We Will Remember* opened on October 26.
- The Imagination Station had its soft launch on October 26.

- The museum is also featuring *Out in the Open*.

Interpretation/Education:

- In partnership with the Kent Historical Society and the Kent Branch Ontario Genealogical Society, the museum hosted a presentation on United Empire Loyalists by Kathryn Lake Hogan on September 14 (71 in attendance).
- The museum hosted the IPM Queen of the Furrow contestants on September 20.
- The museum program coordinator conducted an outreach lecture at Meadow Park on September 21 for 18 residents.
- In partnership with the Kent Historical Society, the museum hosted a presentation by Paul Allen on October 16 (15 in attendance).
- The museum held a Pirate PA Day on September 28 (9 in attendance) and a Medieval PA Day on October 26 (8 in attendance).
- The museum participated in the CKPL How-To Festival on October 20.
- The first Imagination Station Kids Club program was held on October 27 with 28 children and 12 parents in attendance.
- A Kids Club Superheroes Day Out workshop was held on November 10 with 19 children and 12 parents in attendance.
- The museum hosted a group of 19 high school students participating in Take Your Kids to Work Day on November 14.
- The museum participated in the EarlyON Bright Beginnings Expo on November 17 (143 participants).

Marketing/Public Relations:

- Posters, web postings, signage, and social media promotion were undertaken as required for all museum programming and exhibits.

Governance/Policy:

- A new Chatham-Kent Museum By-law was approved by Council on October 1 and all previous policies have been repealed.

Items of Interest:

- The Chatham-Kent Museum application for the Community Museum Operating Grant was successful.
- Upcoming Events:
 - Imagination Station PD Day, November 23
 - Imagination Station Kids Club Noon Year's Eve, December 31
 - Gingerbread House Decorating Party, adult workshop, December 13
 - Imagination Station Kids Club 2019 Memory Box, January 19
 - ThursDIY Adult Program Creative Planners, January 24
 - Imagination Station PD Day, February 1
 - Imagination Station Kids Club 2019 Painted Tote Bag/Bike Art, February 9
 - Family Day, February 18

- ThursDIY Adult Program Infinity Scarf, February 28
- Imagination Station Kids Club Bird House, March 9
- March Break, March 11-15

Ms. Stover suggested promoting the Imagination Station to local day cares.

Ms. Stover moved, seconded by Dr. Mizener:

“That the Curators Report be accepted as information.”

The Chair put the Motion.

Motion Carried

6. Non-Agenda Items – None

7. Time, Date and Place for the Next Meeting of the Board

Ms. Saunders announced the dates for the 2019 CKMAC meetings:

- January 24, 2019
- May 23, 2019
- November 24, 2019

8. Adjournment

Moved by Dr. Mizener that the meeting be adjourned at 7:24 pm.

Mindy Bowls, Chair