



St. Catharines Museum Advisory Committee

FOR: 2013 / 6th Meeting

HELD: Tuesday, September 24, 2013

PRESENT: Lesley Seaborne, Chair; Michael Coakley; Justine Cotton; Gord McGinn; Edwin Wand; Vaughn Stewart; Brenda Zadoroznij

REGRETS: Matt Harris, Councillor; Elizabeth Freeman-Shaw;

CIRCULATED TO: Dan Carnegie, Director Corporate Support Services

IN ATTENDANCE: Kathleen Powell, Supervisor Museum Operations/Curator;
Karen Cockerham, Secretary

MINUTES

1. Call to Order

The meeting was called to order at 6:02 pm by the Chair

2. Confirmation of Minutes

MOTION: COAKLEY/ZADOROZNIJ

THAT the Minutes of the meeting held June 25, 2013 be approved.
Carried.

3. Reports

a. Curator's Report – K. Powell

Handout: Statistics, Activities for June-August 2013

- Note that it is difficult to get accurate visitation numbers to the Centre, as there are two ground-floor entrances and a counter on only the front door.
- It was suggested that, for events where food trucks may be appropriate, having fresh fruit stands would be a good alternative
- It was suggested that a small market-place for fresh fruit and vegetables might work well during the summer months.

4. **Ongoing Discussion Items**

a. **Public Transit**

No report at this time.

b. **Outdoor Signage**

- Requested quotes based on outdoor lit, similar size to current sign
- Waiting for quotes from contacted sign companies
- It was suggested that retrofitting the current sign might be an option

5. **Special Funds Report**

- The difference between Admissions Donations (revenue, operating funds) and general Donations (Development Fund within Special Funds) was discussed
- It was suggested that a brochure re donating by bequest be developed. The Public Relations/Fundraising Committee will work towards this.

6. **Strategic Planning**

- RFP for consultant has been submitted to Finance for review and approval

7. **Sub-Committee Reports**

a. **Collections Sub-Committee**

- Meeting on Sept. 11 consisted of orientation and tour of the collections
- Will meet the second Wednesday of each month on as-needed basis

b. **Programs Sub-Committee**

Sub-Committee meeting: not met

c. **Public Relations Sub-Committee**

Sub-Committee meeting: not met

- Under Consideration: mobile off-site exhibits
 - Downtown art centre – space not available
 - Downtown – suggested paper displays, with cooperation and input from Downtown Association
 - City Hall – small teaser display, changed every 4-6 weeks
 - Library – a display is in place
 - Hospital – Mack Nursing project brings possibility of having parts displayed at both Museum & Hospital
 - Spectator Facility – Sports Hall of Fame will be on permanent display, with Museum updating and changing
 - Brock University – J. Cotton will investigate possibility of using display areas already in place

d. **Fundraising Sub-Committee**

Sub-Committee meeting: not met

Update: 1905 Oldsmobile – City Council has approved motion to purchase the artifact with Special Funds.

8. **Steering Committee Reports**

a. **Website Improvement Steering Committee**

- Committee met to review submitted site design; will continue to follow up

9. **Other Business**

a. **Mayor's Advisory Committee for Black History**

Consultant presentations were heard. References are being checked.

b. **Welland Canals Fallen Workers Memorial**

Focus is on workers killed during construction of 4th Canal, due to granting purposes (grant is based on 100th Anniversary of first death). Design Committee is looking for members (volunteers).

10. **Next Meeting**

The next meeting has been scheduled for Tuesday, Oct. 22, 6:00 pm, at the Museum.

11. **Adjournment**

The meeting was adjourned at 7:34 pm

Certified Correct (Secretary): _____

Confirmed by (Chair): _____