



## **REGULAR MEETING OF THE HALDIMAND MUSEUMS ADVISORY BOARD**

Thursday October 15, 2020; 4:30 pm

Haldimand County Administration Building, 53 Thorburn Street S., Cayuga and via Uber Conference.

**Present:** Nancy McBride, Clayt Spears, Charles Gillyatt, Jill Shea, Colleen Kelly, Lynne King, Councillor Rob Shirton; **Staff:** Anne Unyi, Karen Richardson, Megan Turner; **Regrets:** Fred Stevenson Francis, Dana Stavinga

1. **Call to Order.** The Chair called the meeting to order at 4:45 pm.

### **2. Approval of the Agenda**

**HM-2020-01** Recommendation by Clayt Spears and Charles Gillyatt that the Agenda dated October 15, 2020 be approved as presented. APPROVED

3. **Disclosure of conflict of interest and general nature thereof.** None

### **4. Approval of the Minutes: December 5, 2019**

**HM-2020-02** Recommendation by Lynne King and Colleen Kelly that the Minutes of the Haldimand Museums Advisory Board dated December 5, 2019 be approved as presented. APPROVED

### **5. Business Arising**

#### **5.1 Community Operating Grants 2019 and 2020 (Ministry results)**

- For 2019, Haldimand Museums received \$37,914 in funding from the Community Museums Operating Grant Program.
- Submissions for 2020 were completed in June and notification of funding in the amount of \$37,914 was received in July.

#### **5.1.1 Grants: Other**

- **Young Canada Works – Collections Assistants.** Two successful applications submitted to the Canadian Museums Association. Edinburgh Square receive 53% and Wilson MacDonald 100% to assist with wage and benefits costs of the 12- week position, 35hrs/week). Rachel Berry returned to Edinburgh Square (June 30 – September 19<sup>th</sup>); grant paid 53% of total positions. **Intern, Archival Technician** (24 week position, September 29<sup>th</sup> – March 19<sup>th</sup>, 2021.) digitize archival records from the Wilson MacDonald Memorial School Museum and Museum staff with the reorganization and meshing of archival collections at Edinburgh Square and Heritage Centre. Funding received at 50% of total wages and benefits. **Intern, Content Developer:** a third application to Young Canada Works was submitted in September. If successful this position would focus on the development of digital content for online educational and special interest programming (16 weeks, November – March, 2021; funding request at 50% of total wages and benefits).
- **Museums Assistant Program: COVID-19 Emergency Support Fund.** Application for funding support submitted in July; this program while not intended to compensate for all income losses or revenue shortfalls, provides emergency assistance to ensure the continuity of museums' operations and help to meet their immediate and short-term financial commitments. Notification received September 8<sup>th</sup> indicating funding in the amount of \$37,355.00.
- **Enabling Accessibility Fund:** Application submitted through Employment and Social Development Canada requesting \$97,000 in funding for the rebuilding of the entry ramp at Wilson MacDonald Memorial School Museums. No word on this funding has yet been received.

#### **5.2 Update: Collections move to Haldimand County Administration Building**

Collections from the old Haldimand County Museum site were moved into the new Museums Storage area over four days during July and August; the final move (largest artifacts) will be completed in early November.

#### **5.2.1 Review: Haldimand Museums proposed List of Items for Deaccession**

Lists provided to the Museums Advisory Board for review in advance included:

Haldimand Museums  
Haldimand County  
Community Development & Partnerships Division  
53 Thorburn Street, S., Cayuga, ON N0A 1E0

- (i) Haldimand County Museum and Archives
  - i. HCMA Artifact Deaccession List 2020
  - ii. HCMA Deaccession Books 2020 Revised
- (ii) Wilson MacDonald Memorial School Museum
  - i. DA\_WM\_Books 2020
  - ii. DA\_WM\_Objects 2020
- (iii) Edinburgh Square Heritage and Cultural Centre
  - i. DA\_Ed2\_ReferenceBooks(08\_20)
  - ii. DA\_Ed2\_ObjectsList1(0820)
  - iii. DA\_ESCHCC\_BandFolio(1)
  - iv. DA\_ESCHCC\_Magazines\_Books

Chair asked each Board member an opportunity to ask questions of staff related to either the D/A listing or process.

Members of the Board thanked the staff for thoroughness during the deaccession process.

Questions related to the status of the old HCMA building will be addressed during the Cayuga Parks Plan consultation.

**HM-2020-03** Recommendation by Clayt Spears and Jill Shea that the Haldimand Museums List of Items for Deaccession be approved as presented. **APPROVED**

### 5.2.2 Timeline for Deaccession/Transfer of Artifacts

Items for transfer have been distributed Canada-wide through the Canadian Heritage Information Network listserve. Requests are reviewed and shipping arrangements made by staff. Shipping costs are the responsibility of the requesting institution. Arrangements for the dispersal of any remaining items are currently being undertaken. Staff hope to have the building cleared by the end of November.

### 5.3 Facilitated Priority Planning Session (deferred)

- 6. Curator's Reports (to be presented)
  - 6.1 Haldimand Museums Reports:
    - 6.1.1 Wilson MacDonald Memorial School Museum
    - 6.1.2 Haldimand County Museum and Archives
    - 6.1.3 Edinburgh Square Heritage and Cultural Centre

The Curators presented an overview of 1<sup>st</sup> to 3<sup>rd</sup> quarter activities to the Board for discussion.

**HM-2020-04** Recommendation by Rob Shirton and Lynne King that the Curators Reports dated October 15, 2020 be approved as presented. **APPROVED**

### 7. Receive Communications and Petitions

- 7.1 None

### 8. New Business

- 8.1 Recognition Request (Sheila Campbell Estate)  
A request to have Sheila Campbell recognized for her efforts as the first curator at Edinburgh Square have been deferred. Staff will provide the Board with background information related to Ms. Campbell for their review and discussion at the next meeting.

### 8.2 Policy Revision: HM-03 Collections Management

**HM-2020-05** Recommendation by Colleen Kelly and Lynne King that revisions to the Haldimand Museums Policy HM-03 Collections Management be amended as presented. **APPROVED**

- 9. Discussion/Comments from the floor:
  - 9.1

- 10. Adjournment: 5:55 pm

**Next Regular Meeting: TBD**