

Brockville Museum Advisory Committee Meeting Minutes

October 10 at 1pm, Microsoft Teams

Present: P. Naylor (Chair), D. Buck, J. Watt, H. Cody, D. Hamilton, K. Hobbs (Council Representative), N. Wood (Staff)

Land Acknowledgement

We acknowledge that the land on which we gather, exchange ideas, and share our past, present, and future is the traditional territory of the Anishinaabe, Haudenosaunee and Wendat people.

1.0 Call to Order

1:01pm

2.0 Additions to/Approval of Agenda

3.0 Discussion and Approval of Minutes of the Last Meeting

September 12, 2023 Meeting Minutes – *approved as presented*

4.0 Executive Reports

4.1 Chair

- Offered positive feedback regarding the Planning Survey circulated to Advisory Committee Meetings ahead of the meeting.
- Expressed satisfaction regarding the progress at addressing concerns with off-site storage, specifically with the return of the fire truck.

4.2 Curator

4.2.1 Discussion of September Staff Report

- H. Cody offered positive feedback regarding her experience attending the museum's Cemetery Tour and congratulated the Community Program Coordinator and museum for delivering such a quality product.

4.2.1.1 2024 User Fees

- Members felt the drafted user fees as presented were reasonable.
- The Curator elaborated on the HST situation, indicating that HST would be charged on top of fees in 2024 (in the past most museum fees included HST); this change brings the museum in-line with city-wide practices.
- Members asked about whether room rental capacity and similar information was readily available; the Curator indicated that most of the essential information is available on the museum's website, but would explore opportunities to be more explicit specifically with regards capacity in every available space. Members also asked about the ability to move the display cases in the Carriage Hall space; the Curator confirmed that they are moveable.

4.2.1.2 Report 2023-181

- Members expressed excitement that a new storage space has been identified and that the museum is progressing on this priority item.
 - The Curator elaborated on the details of the new space.
- 4.2.2 Planning for 2024 Survey
- Members commented that they appreciated the survey and found it thorough and that the Google Forms format worked well for them. The Curator expressed gratitude to Committee Members for completing the survey and sharing their important feedback and insights that will be used to help shape 2024 activities.

5.0 New and Ongoing Business

6.0 Date, Time, Location of Next Meeting

November 14 @ 1pm via Teams (Second Tuesday of the month)

7.0 Adjournment

1:35pm