

MINUTES
MUSEUM BOARD
Wednesday January 4, 2006

In Attendance: John Bayfield, Randy Barber, Simon Guilden, Gunter Langhorst, Donna Metcalf, Monica Peel, Ardy Reid, Susan Smitko, Jim Wicks, Councillor John Webster, Lorne Smith, George Phillips (Manager, Minutes)

Regrets: Councillor George McKelvey, Arlene Sedore

ITEM#	ITEM	DESCRIPTION	ACTION BY WHOM	COMPLETED BY
1.	Call to Order	Meeting called to order at 7:02 p.m.		
2.	Minutes	Susan Smitko amended the minutes to state that Barb Roth attended the December meeting. Motion to approve December minutes with amendment by John Bayfield; seconded by Donna Metcalfe; all in favour.		Arlene Sedore
3.	Manager's Report	- Randy Barber and Donna Metcalfe wish to participate in hiring - Gunter Langhorst has a contact who taught at the school before it was converted to a Museum - Jim Wicks commented on the low attendance of Festival of Trees with attendance at the former event being 550. Lorne Smith mentioned the Port Hope Festival of Trees. John Webster suggested DREAMS Inc. consider partnering with another organization to extend the reach of the event. - Ms Smiko questioned the specifics of the changes to School Programming	-Manager to advise HR - Marie Jones will meet with School teacher - Arlene will be advised of the suggestion and meet with Dreams Inc	During Jan. Follow up with Board at Feb meeting
4.	Book Committee	Lorne requested the minutes and the dates for meetings in 2005. - Manager advised that the Committee has agreed to meet every three weeks - Where is brochure and advertising plan - Manager indicated that a critical path for the completion of research and writing, editing, design and production is being drafted - A business plan is also being drafted and will include the marketing plan - and will be presented in draft form to the Committee by its next meeting Feb. 3	Marie Jones to follow up	Minutes ASAP March Board Meeting to receive committee action plan
5.	Board Member	Manager announced that Simon has stepped down to accept a seat	Legal Dept will	ASAP

Status	on committee of adjustment, Simon indicated that he would be pleased to continue to be involved in the Foundation initiative, - Several Board members verbally expressed appreciation for Simon's contributions as a Board member and his offer to continue as a volunteer • John Bayfield asked for a leave of absence from March to June Motion to Recommend Approval of leave – Webster/ Reid • Gunter Langhorst will be in Florida in February and South East Asia in March. • Gunter Langhorst requests that the two vacant positions on the board. Councillor Webster states these members should be suited to the role of Foundation Director.	be advised of Simon's offer	Meet in Late Jan
4.	New Business • Markham Little Theatre is opening on Tuesday, January 17 • A request was raised by the Board that past winners of the Scaysbrook Award be circulated in order to avoid award duplication. • Manager requested that Board Members advise in advance or at the next meeting who they would recommend as the next recipient in advance of a vote at the Feb meeting. • Sue Smitko requested Applefest be extended to include a school day on Friday, and then operate the event on the Saturday canceling the planned Sunday; Manager advised that the reason for the Sunday scheduling was intended to offset weather risk; Lorne Smith advised that the Historical Society support for the event would not include the Sunday but would include the suggested Friday opening . • Sue Smitko and Lorne Smith also raised concerns regarding the overlap of the Slovak Cultural Event and Doors Open event; Manager indicated that the Slovak event and the Doors Open event are fixed scheduled events; the Slovak event is a high profile and financially successful event. The Museum would like to remain as an established venue (most venues are annual locations)The Museum will suggest to the Doors Open organizers what part of the site is proposed to be part of the Doors Open event and what part of the site is allocated to the Slovak event. • Donna Metcalfe offered her services as a designer to the Book Committee Motion made by Jim Wicks, the meeting was adjourned at 8:46 pm.	Councillors Webster and McKelvey A. Sedore Board Museum Staff will investigate feasibility of the Friday extension Manager will follow up with Doors Open committee	February meeting By Feb Meeting February Feb Meeting