

**The Corporation of the Town of Tillsonburg
Museum, Culture, Heritage and Special Awards
Advisory Committee
MINUTES**

Wednesday, June 19, 2024
4:30 PM
Boardroom CSC
10 Lisgar Ave.

ATTENDANCE: Carrie Lewis
Amie Varga
Lindsay Munroe
Isaac Card
Doug Cooper
Joan Weston
Courtney Booth
Rosemary Dean
Kelly Spencer
Deb Gilvesy

Regrets: Tabitha Verbuyst

Staff: Andrea Greenway, Interim Director of Recreation, Culture and
Parks
Julie Ellis, Deputy Clerk

1. Call to Order

The meeting was called to order at 4:30 p.m.

2. Adoption of Agenda

Resolution # 1

Moved By: Amie Varga

Seconded By: Rosemary Dean

THAT the agenda as prepared for the Museum, Culture, Heritage and Special Awards Advisory Committee meeting of June 19th, 2024, be approved.

Carried

3. Disclosures of Pecuniary Interest and the General Nature Thereof

There were no disclosures of pecuniary interest.

4. Adoption of Minutes of Previous Meeting

Resolution # 2

Moved By: Kelly Spencer

Seconded By: Courtney Booth

THAT the minutes of the Museum, Culture Heritage and Special Awards Advisory Committee meeting of May 15, 2024, be approved.

Carried

5. Presentations

6. General Business & Reports

6.1 Patty Phelps, Culture & Heritage Manager/Curator RE: Museum Updates

Patty Phelps, Culture and Heritage Manager/Curator, provided an update on the Museum. Highlights included:

- Patty is back in-person at the Museum two days per week from May until September, 2024.
- May events went well, with the Mommy and Me Tea being a bit hit
- The lunch and learn program finished in May and was very successful
- TurtleFest events were well attended
- There was a D-Day Talk on June 6th that was also well attended

- The Museum is currently closed for the remainder of the week while new flooring is being installed to accompany the new AODA compliant desk
- Summer Camp will be held in the last week of July and first week of August. Additional programming will compliment camp - including participation in the Histroc Places program.
- A Teddy Bear picnic will be held in July, as well as a Lemonade and Ice Cream Social in August

6.2 Tabitha Verbuyst, Executive Director/Curator RE: Station Arts Centre Updates

No update was provided.

6.3 Heritage Listings vs Designations

Julie Ellis, Deputy Clerk, provided an update on the heritage designations and heritage listings that are now available on the town website. The committee hopes to continue to discuss this at future meetings.

Staff will invite the Heritage Planner from Oxford County to the next meeting.

6.4 Founder's Day

The Committee discussed plans for the upcoming Founder's Day Event. The committee will work on a proposal to Council to include funding in the 2025 budget.

6.5 Museum Directors (Trustees) Update

Joan Weston provided an update and discussion occurred around the Trust and the process. As per the Committee's Terms of Reference, the members of the committee form the Trust with the Chair and Vice-Chair being the points of contact.

6.6 Annandale House Fundraising Committee

The committee discussed the re-establishment of an Annandale House Fundraising Committee.

Resolution # 3

Moved By: Doug Cooper

Seconded By: Amie Varga

THAT the Museum, Culture, Heritage and Special Awards Advisory Committee recommend to Council to create an Annandale House Fundraising Committee; and

THAT Joan Weston, David Morris, Fran Bell, Penny Esseltine and Marilyn Avent be appointed as members to the Annandale House Fundraising Committee with a staff member from the Museum as support.

Carried.

7. Next Meeting

The next meeting is September 18, 2024 at 4:30 pm.

8. Adjournment

Resolution # 4

Moved By: Rosemary Dean

Seconded By: Amie Varga

THAT the Museum, Culture, Heritage and Special Awards Advisory Committee meeting be adjourned at 5:19 p.m.

Carried