

**Museum & Archives Advisory
Committee
City of Peterborough
April 10, 2014**



**Minutes of a Meeting of Museum & Archives Advisory Committee Held
on April 10, 2014 at Fine Annex, Museum**

The meeting of Museum & Archives Advisory Committee was called to order at 5:08 p.m. by Nancy Jackson, Chair in the Fine Annex, Peterborough Museum & Archives.

Present:

Nancy Jackson, Chair
Linda Lumsden
Councillor Pappas
Morgan Tamplin
Gayle McIntyre (arrived at 5:15 p.m.)
Janice Millard
Karen Carter-Edwards

Regrets:

Ann Sullivan
Dave Smith

Staff:

Susan Neale, Museum Director
Kim Reid, Curator
Kendra Sedgwick, Committee Coordinator

Minutes – March 6, 2014

Moved by Janice Millard

**That the minutes of the Museum & Archives Advisory Committee meeting held on
March 6, 2014 be approved.**

“CARRIED”

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Disclosure of Pecuniary Interest

There were no disclosures of interest.

Consent Agenda

No items were passed as part of the Consent Agenda.

**Museum Director
Report MAAC14-005
Peterborough Museum & Archives: Archaeology Policy**

Moved by Councillor Pappas

That the Museum & Archives Advisory Committee approve the recommendation outlined in Report MAAC14-005 dated April 10, 2014, of the Museum Director, as follows:

- a) That the Archaeology Policy (draft), attached as Appendix A, be approved.**

At its meeting of April 10, 2014 Committee made the following amendments to the draft Policy:

- b) That the word ‘Collections’ be added to the title, changing the name to Archaeology Collections Policy.**
- c) In the second paragraph of Number 1 – Intent, the word ‘property’ be replaced with ‘responsibility’, so that it now reads “The Archaeology Policy works in conjunction with the City’s Archaeology Policy #0006. It is understood that archaeological materials are the responsibility of the Contracted Licensed Archaeologist, unless otherwise agreed upon by the mutual parties.”**
- d) Number 7 – Fees should have the following added: A box is not to exceed 30 pounds or 13.6 kilograms.**

“CARRIED”

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**Museum Director
Report MAAC14-006
Peterborough Museum & Archives: Amendments to Gift Shop Policy
and Open Hours Policy**

Moved by Gayle McIntyre

That the Museum & Archives Advisory Committee approve the recommendation outlined in Report MAAC14-006 dated April 10, 2014, of the Museum Director, as follows:

- a) **That amendments to the Gift Shop Policy, attached as Appendix A, be approved; and**
- b) **That amendments to the Open Hours Policy, attached as Appendix B, be approved**

“CARRIED”

**Museum Director
Report MAAC14-007
Peterborough Museum & Archives: Renewal Project Update**

Moved by Morgan Tamplin

That the Museum & Archives Advisory Committee approve the recommendation outlined in Report MAAC14-007 dated April 10, 2014, of the Museum Director, as follows:

That the presentation by the Museum Director, City of Peterborough, be received for information.

“CARRIED”

Other Business

There were no items of Other Business.

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Next Meeting

The Chair indicated that the next meeting is scheduled for May 8, 2014.

Adjournment

Moved by Gayle McIntyre

**That this meeting of the Museum & Archives Advisory Committee adjourn at
6:40 p.m.**

"CARRIED"

Kendra Sedgwick
Committee Coordinator

Nancy Jackson
Chair