

**Museum & Archives Advisory  
Committee  
City of Peterborough  
April 10, 2014  
Draft Minutes Not Approved**



**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