

DUFFERIN COUNTY MUSEUM TRUST FUND BOARD MINUTES



Tuesday, February 21, 2012

The Museum Trust Fund Board met at 6 p.m. at the Dufferin County Museum

Members Present: Debbie Fawcett
Renato Iozzo
Catherine Ollerhead De Santis
Councillor John Oosterhof
Neil Orford
Jeff Sedgwick

Members Absent: Morley Brown (prior notice)
Lynn Goutouski (prior notice)

Staff Present: Wayne Townsend, Director/Curator
Darrell Keenie, General Manager
Steve Brown, Archivist

Declarations of Pecuniary Interest by Members – None

John Oosterhof called the meeting to order at 6:05 pm.

1. DCMA Trust Fund/Operating Board – February 21, 2012 - Item #1
Approval of Agenda

Moved by Neil Orford, seconded by Renato Iozzo,

THAT the agenda for the February 21, 2012 meeting of the DCMA Trust Fund/Operating Board be approved.

-Carried-

2. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #2
Minutes of Meeting for November 15, 2011

The members reviewed the minutes of the meeting held on November 15, 2011.

Moved by Neil Orford, seconded by Renato Iozzo,

THAT the minutes of the November 15, 2011 meeting of the DCMA Trust Fund/Operating Board be approved.

-Carried-

3. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #3
Review & Discussion - Terms of Reference – Trust Fund/Operating Board

The members reviewed and discussed the approved Terms of Reference for the DCMA Trust Fund/Operating Board. Staff provided an overview of the background that led to the creation of the Board. The reporting relationship of the Trust Fund/Operating Board to the Museum Board and County Council was discussed, and it was confirmed that the Trust Fund/Operating Board will make recommendations to the Museum Board, which in turn will make recommendations to County Council.

John Oosterhof requested nominations from the members to elect a Chairperson for the DCMA Trust Fund/Operating Board.

Moved by Debbie Fawcett, seconded by Jeff Sedgwick.

THAT Neil Orford be designated Chairperson of the DCMA Trust Fund/Operating Board for the year 2012.

-Carried-

Neil Orford assumed the role of Chairperson for the remainder of the meeting.

The decision to designate a member as Vice Chair of the Board was deferred until the next meeting.

Darrell Keenie, DCMA General Manager, was accepted and confirmed as Secretary-Treasurer of the Board.

4. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #4
DCMAHL Fourth Quarter Report - 2011

The fourth quarter report for the Dufferin County Museum & Archives and Heritage Lands was presented and discussed. Staff provided an overview of the DCMA's current volunteer base and appreciation program, based on an inquiry from Jeff Sedgwick.

Moved by Jeff Sedgwick, seconded by Debbie Fawcett

THAT the DCMAHL Quarterly Report for the period October 1 to December 31, 2011 be received.

-Carried-

5. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #5
Draft List of 2012 Events

The Director/Curator reviewed a list of planned and proposed DCMA events and programs for 2012. Members were encouraged to participate and assist with events based on their availability and interests. It was confirmed that staff will issue email notifications periodically to Board members to inform them of needed help and support for special events.

6. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #6
Update on Special Project: “DuffStuff”

DCMA staff provided an overview of the Museums and Technology Fund project, and the “DuffStuff” component specifically, which is a relational database of information to be offered for use by the public and researchers via an online portal on a “fee for use” basis. Based on an inquiry from Neil Orford about “proprietary” issues concerning the provision of information through DuffStuff, staff provided comment indicating that the DCMA adheres to Freedom of Information and Right To Privacy regulations. Staff’s request for additional funds to complete the project was reviewed and discussed, and it was noted that a report seeking approval for additional funds is on the February 22, 2012 agenda of the DCMAHL Board.

Moved by Jeff Sedgwick, seconded by Catherine Ollerhead De Santis

THAT the DCMA Trust Fund/Operating Board commits itself to assist in the raising of \$5000 towards the DuffStuff initiative by December 31, 2012.

-Carried-

7. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #7
New Business

Chairperson Neil Orford suggested that a subcommittee be formed to organize and work on the Board’s commitment to raise \$5000 for the DuffStuff initiative.

The following members were selected for the subcommittee;

Renato Iozzo, Jeff Sedgwick, and Morley Brown.

The direction to the subcommittee was to meet with DCMA staff and work towards having a draft report and action plan, with recommendations, for review and discussion by the Trust Fund/Operating Board at its next meeting in April, 2012.

8. DCMA Trust Fund/Operating Board – February 21, 2012 – Item #8
Next Meeting

Tuesday, April 17, 2012 @ 6:00 pm
Dufferin County Museum & Archives
(A light dinner will be available.)

It was generally agreed that an agenda item for the April meeting will be to consider options for a new name for the DCMA Trust Fund/Operating Board.

Moved by Debbie Fawcett, seconded by Renato Iozzo

THAT the February 21, 2012 meeting of DCMA Trust Fund/Operating Board be adjourned.

-Carried-

The meeting adjourned at 8:27 pm.

Next Meeting: Tuesday, April 17, 2012 @ 6:00 pm
Dufferin County Museum & Archives