

DUFFERIN COUNTY MUSEUM & ARCHIVES ADVISORY BOARD MINUTES



Wednesday, May 23, 2012

The DCMA Advisory Board met at 6 p.m. at the Dufferin County Museum & Archives

Members Present: Neil Orford (Chair)
Councillor John Oosterhof
Debbie Fawcett
Morley Brown
Renato Iozzo
Catherine Ollerhead De Santis
Jeff Sedgwick

Members Absent: Lynn Goutouski

Staff Present: Darrell Keenie, General Manager, DCMA

Chair Orford called the meeting to order at 6:15 pm.

1. DCMA Advisory Board – May 23, 2012 **Notes of Last Meeting**

The members reviewed the notes of the last meeting held April 17, 2012.

Moved by Debbie Fawcett, seconded by Renato Iozzo,
THAT the notes of the April 17, 2012 meeting of the DCMA Advisory Board be accepted. –Carried–

2. DCMA Advisory Board – May 23, 2012 **Update – DCMA/CDDHS Partnership/Battlefields Tour**

The members were informed that a letter from Cpl. Wayne Strudwick about his experience on the 2011 Battlefields Tour as a County of Dufferin/DCMA representative went to County Council at their May convocation. Members were also informed that a request has been made to Cpl. Strudwick, and to Neil Orford, to appear at the June convocation of County Council, along with several students. DCMA staff was asked to follow up to confirm details of this Council appearance.

3. DCMA Advisory Board – May 23, 2012
Update & Discussion – Major Fundraising Event
“2012 Time Travellers’ Ball”

Renato Iozzo reviewed the purpose of the event, and basic terms of reference and plan for the event. The following points were made and discussed:

A consideration for Marketing & Promotion needs to be added to Renato Iozzo’s terms of reference.

The venue for the event was discussed and the Board agreed that the Rosemont Hall with food provided by The Globe is the preferred location.

Entertainment: Jeff Sedgwick will approach Art Needles to provide a band/musical background.

It was suggested that Wayne Townsend will be the Master of Ceremonies.

Catherine Ollerhead De Santis will be the guest speaker/presenter at the event.

A silent auction of approximately 50 items will be featured at the event, with Morley Brown assuming responsibility for this component. It was agreed that information on sponsors and items procured will be forwarded to Darrell Keenie, DCMA staff, for record-keeping. John Oosterhof suggested having the items shown on a Powerpoint display during the event.

Tax receipts issued for donations of items to the silent auction, based on a documented value, was discussed.

Door prizes and the manner in which they would be presented was discussed.

The deadline by which to procure and confirm silent auction items was set at June 20, 2012.

The focus and theme of the event was discussed, and it was agreed that two distinct event environments will be created for the same ticket price. Upstairs at the Hall will be round tables, wine, quartet band and formal elegance. Downstairs will be boarding house tables, beer, fiddle entertainment, and more casual. Both areas will assemble upstairs after dinner for program.

DCMA staff to confirm dinner and hall costs as soon as possible and report back, and to develop the promotional basis for the event.

The Board discussed issuing a mailing to prospective attendees in August.

Moved by Jeff Sedgwick, seconded by Morley Brown,

THAT plans be implemented to hold an annual dinner event on November 3, 2012 at the Rosemont Hall to aid in exposure for Dufferin Museum & Archives and to specifically raise funds in the amount of \$5000 for the Museum's "Duffstuff" Project. The theme of the event will be a "Time Travellers' Gala" with a focus of traveling back in time 100 years and immersing guests in the culture of the area and era. – Carried. -

4. DCMA Advisory Board – May 23, 2012
Update – DCMA Website, Duffstuff Project, 2012 Exhibits & Events

The General Manager briefly updated members on progress relating to the DCMA website and Duffstuff project. A draft version of the Museum's new "Special Events & Activities Guide" was highlighted and previewed. The Guide is to be formally presented and distributed at the DCMA's Annual General Get-together (AGGT) on May 27th.

Members were reminded of the location and timing of the AGGT on May 27th and invited to attend and participate.

5. DCMA Advisory Board – May 23, 2012
New Business

Members were informed that Chair Neil Orford is to receive the "Ontario Premier's Award for Teaching Excellence – Teacher of the Year" in 2012. The nomination for this award was co-ordinated and managed by a former student of Mr. Orford's. Board members offered their congratulations on this significant award.

6. DCMA Advisory Board – May 23, 2012
Next Meeting

Monday, June 11, 2012 @ 6:00 pm
Dufferin County Museum & Archives
(A light dinner will be available.)

The meeting adjourned at 8:18 pm.