

## 9. AKAROA MUSEUM ADVISORY COMMITTEE – 27 JUNE 2011

<b>General Manager responsible:</b>	General Manager, Community Services DDI 941-8607
<b>Officer responsible:</b>	Akaroa Museum Director
<b>Author:</b>	Liz Carter, Community Board Adviser

### PURPOSE OF REPORT

The purpose of this report is to submit the outcomes of the Akaroa Museum Advisory Committee meeting held on Monday 27 June 2011.

The meeting was attended by Committee members, Pam Richardson (Chairman), Lyndon Graham, Elizabeth Haylock, Leigh Hickey, Meri Robinson and Jim Sunckell.

Also in attendance was Lynda Wallace (Museum Director).

#### 1. APOLOGIES

An apology for lateness was accepted from Leigh Hickey.

#### 2. APPOINTMENT OF CHAIRPERSON AND DEPUTY CHAIRPERSON

The Community Board Adviser called for nominations for Chairperson.

The Committee **resolved** that it be recommended to the Akaroa/Wairewa Community Board that Pam Richardson be appointed as Chairperson of the Committee.

Committee member Pam Richardson then took the Chair.

No nomination was called for a Deputy Chairperson at this time.

#### 3. TERMS OF REFERENCE

The Committee **decided** that the current Terms of Reference should be reviewed.

Members suggested that the review should include a delegation under Clause 4 – Composition, for the Committee to appoint its Chairperson and Deputy Chairperson.

#### 3. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on 27 September 2010.

#### 4. PRESENTATION – LYNDA WALLACE, MUSEUM DIRECTOR

The Museum Director gave a power point presentation to the Committee on the activities of the Museum and elaborated on the following for members' information:

- Ownership of heritage buildings under the Museum
- Statistics on the running of the Museum
- Ownership and expansion of the Museum over the years
- Collections and staff reporting lines
- Role of the Advisory Committee.

Members congratulated the Museum Director on an interesting presentation and asked that it also be presented to the August meeting of the Akaroa/Wairewa Community Board for members information.

## 5. MUSEUM DIRECTOR'S UPDATE

The Committee received information from the Museum Director on Museum related activities and projects which were outlined in her update circulated with the agenda. Topics covered included:

- Visitor numbers
- Exhibitions
- Collections
- Projects
  
- Earthquake Damage

The Museum Director informed members that there was very little damage to the Museum buildings or collection items, however the chimney on Langlois-Eteveneaux House requires repairs. Minor repairs are also required to the interior of the Custom House and Court House.

The Committee expressed its concern that the repair, or making safe of the chimney on Langlois-Eteveneaux House had not been actioned quickly and asked that its concerns be passed to the appropriate staff.

- Acknowledgement

Past members, Jane Chetwynd and Victoria Andrews, were acknowledged for their input and interest as members of the Akaroa Museum Advisory Committee during the previous term.

The Committee **received** the report of the Museum Director.

## 6. FRIENDS OF AKAROA MUSEUM (FOAM) - PRESIDENT'S UPDATE

The Committee received information on the following matters as outlined in the President's update, circulated with the agenda.

- AGM held on 1 October 2010.
- Garden of Tane - Management Plan still to be finalised.
- Frank Worsley Bust – now in ownership of Christchurch City Council
- "Inside Out Garden Tour" – very successful fund raiser.
- Financial Update
- Antiques Fair – raised \$2,580.
  
- Jessie Mould – the recent death of the Friends' Patron, Miss Jessie Mould was acknowledged.
  
- Oral History Project

The Committee **decided** to request that a presentation on the Oral History Project be given at the September meeting of the Committee for the benefit of the new members.

The Committee **received** the report from the President of the Friends of Akaroa Museum.

## 7. COMMUNITY BOARD ADVISER'S UPDATE

### 7.1 Meeting Schedule 2011

The Committee **resolved** to adopt the following schedule for its meetings in 2011/12:

Monday 26 September 2011 -	2.30pm	Akaroa Service Centre
Monday 28 November 2011 -	2.30pm	Akaroa Service Centre
Monday 26 March 2012 -	2.30pm	Akaroa Service Centre

## 7.2 Terms of Reference

Members were advised that the Terms of Reference needed to be reviewed and updated however staff felt it was worth deferring this until the New Zealand Museum Standards Scheme project, which will result in the development of new policies and procedures, had been completed, as this may be helpful when carrying out the review.

## 8. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- Pelton Wheel from Fire Bell Tower – now at Museum in safe keeping.
- Arts Acquisition Committee – This committee is operating and acquisitions will be funded by the Friends.

The Committee **decided** to request that a presentation be given to the next Committee meeting on how this will operate.

**THE MEETING CLOSED AT 4PM.**

## STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 27 June 2011.