

9. AKAROA MUSEUM ADVISORY COMMITTEE MINUTES – 28 NOVEMBER 2011

General Manager responsible:	General Manager, Community Services DDI 941-8607
Officer responsible:	Akaroa Museum Director
Author:	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 28 November 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 leaving the meeting early was received and accepted from Leigh Hickey, who left the meeting at 3.13pm and was not in attendance for Clauses 5 to 11.

2. MINUTES OF PREVIOUS MEETING

The committee **received** the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 26 September 2011.

3. PRESENTATION – ELIZABETH HAYLOCK

A presentation was given to the Committee by Elizabeth Haylock on the Oral History Project being undertaken by the Friends of the Museum. Points reported, included:

- concept originated in 2005
- 36 interviews have so far been recorded
- all volunteers involved in this project are trained prior to any interviews taking place
- a digital recorder has been purchased, along with a dedicated computer for this project
- computer is available for the public to access
- project at this stage has cost in the vicinity of \$17,500.

The Committee members agreed that undertaking this project was a big commitment and asked that their thanks be conveyed to the team of volunteers working on the project. It was suggested that obtaining the eulogies of local residents would also provide a good resource to assist in recording memories and life history of persons within the community.

The Committee also suggested that some promotion of the Oral History Programme be carried out in 2012, once the Museum was past the busy season.

4. 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
Numbers for November had now exceeded the previous year's due to the cruise ships visiting Akaroa.
- Exhibitions
- Collections
- Research Project – Seawalls
Due to existing commitments, staff at the Museum were not in a position to manage and supervise a student for this project. It was suggested that Council's Parks Heritage Contract Manager, be asked if an intern from the University of Canterbury could be utilised to undertake research on the town's seawalls and if staff were available to supervise the project.

5. ACQUISITIONS AND DISPOSALS POLICY

Comments made at the September meeting had now been incorporated in the final version of the Acquisitions and Disposals Policy.

The Committee **resolved** to approve the amended Akaroa Museum Acquisitions and Disposals Policy, as reviewed at 28 November 2011.

6. RESEARCH AND ACCESS POLICY

The Committee considered the Draft Research and Access Policy, with associated Guidelines for Researchers.

The Committee **resolved** that the Policy, as presented, be adopted.

Staff were asked to place this document on the Council's website as it would be of benefit to researchers prior to them making enquiries at the Museum.

7. STATEMENT OF PURPOSE

The Committee was informed that staff wished to make an amendment to the existing Statement of Purpose to include reference to the activities of research and interpretation.

The Committee **resolved** to approve the Akaroa Museum Statement of Purpose as at 28 November 2011 as follows:

Akaroa Museum collects, preserves, researches, interprets, displays and otherwise makes available to the public, material and information relating to the natural and cultural heritage of Banks Peninsula.

The Committee **received** the Museum Director's report.

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

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

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

9. CORRESPONDENCE

Nil.

10. COMMUNITY BOARD ADVISER'S UPDATE

Nil.

11. COMMITTEE MEMBERS' EXCHANGE OF INFORMATION

Specific mention was made of the following matters:

- Next meeting – Monday 26 March 2012
- Takamatua Blockhouse Historic Site – Funding of Interpretation Panel
The Committee **decided** to ask staff if any funding was available for an Interpretation Panel for the Takamatua Blockhouse Historic site.

- Cocksfoot Shed – Pigeon Bay
Members were informed that a Cocksfooters shed had been located on land in Pigeon Bay and it was suggested that an application for funding to the Parkinson Trust for fencing of the shed could be applied for if the property owner wished to fence the area.
- Elizabeth Haylock – Resignation
Ms Haylock informed members that she was retiring as the Friends of Akaroa Museum representative on the Akaroa Museum Advisory Committee from the beginning of 2012.

The meeting closed at 3.53pm.

STAFF RECOMMENDATION

That the Board receive the minutes of the Akaroa Museum Advisory Committee meeting held on Monday 28 November 2011.