



Minutes Castle Kilbride Advisory Committee

**Meeting of Thursday November 18, 2021
6:30 p.m. virtually**

Present: Chair Leonard (Len) Kuehner, Vice-Chair Colleen Herner, Marlene Miller, Artem Voytsekhovskiy, Peter Roe, Jim Veitch, Councillor Jeff Gerber, Councillor Angie Hallman,
Staff: Assistant Curator Sherri Gropp, Museum Assistant Taylor Hayes
Regrets: Scott Williams, Evelyn (Ev) Gascho, Teresa Brown, Curator/Director Tracy Loch

1. **Welcome:** Len opened the meeting at 6:30 p.m.
2. **Territorial Acknowledgement:** Read by Len
3. **Disclosure of pecuniary interest under the Municipal Conflict of Interest Act:** None
4. **Review of Minutes from May 20, 2021**
Motion
That the Minutes be accepted as presented.
MOVED by Artem SECONDED by Jim. CARRIED.

5. **Business:**
2021 Exhibits and Events: Sherri reported that the My Dearly Departed exhibit finished on November 7th and was replaced by Given by a Livingston. She also reported that museum is decorated for the holiday season. The Castle is offering three evening tours Nov. 25 & 26 and Dec.16. All tours must be booked through Eventbrite as at this time we can accommodate 8 people per tour. Len inquired about touch points in particular wood surfaces. Sherri reported that at this time the main staircase has not re-opened as it cannot be disinfected at this time. Len also asked if patrons and staff were required to wear masks. She responded that all visitors and staff are required to wear masks and staff are still required to wear eye protection if they are not separated by 6 feet.

Committee Initiatives: All projects and items will be deferred until 2022. Committee members are encouraged to think of new initiatives to present to the committee. *Action: Sherri will investigate having an in-person meeting for January.*

Rolled Storage Project- Sherri reported that the project has been delayed from October until January as steel has been difficult obtain this year.

6. **New Business:**
Collection Management Policy- Sherri thanked the Policy Sub-Committee of Jim, Len and Artem for their help in reviewing the document. Sherri circulated the Collection Management Policy to the committee on Nov.5. The committee did not have any questions.
Motion
MOVED by Peter SECONDED by Artem

Recommendation to endorse the Collection Management Policy subject to minor editorial changes.
CARRIED.

Proof of Vaccination to tour museum – Sherri reported that proof of vaccination is required by all visitors 12 and up.

2022 Work Program for Committee- deferred to January 2022

Front and Side Porch Repairs- Sherri reported that the front and side porches are being considered as a capital project. Item will be brought forth for the 2022 budget.

Water damage to bedrooms and current plan- Sherri reported that on Tuesday November 9th a leak was detected on the ceiling of James's bedroom as well as in the middle bedroom -Alice & Edna's. The water was coming from a humidification pump in the Belvedere. First On Site brought in equipment to dry the walls and ceiling as most of the water damage was not visible. The equipment was to be taken out by Tuesday Nov.23rd. Artist Lori LeMare has been contacted for paint restoration.

7. **Recent Acquisitions:**

Sherri highlighted the newest artifacts include an original Livingston fern stand, a magic lantern and slides from Livingston Presbyterian Church, and original toys purchased at the 1988 auction. Sherri also reported a silver tray given by the Livingston family in the 1930 was donated to the Castle that day.

8. **Correspondence:** none

9. **Round table:** nothing to report

10. **Adjournment at 7:00 p.m.**

MOVED by Jim

That we do now adjourn and meet again at the call of the Chair.

CARRIED.

<p style="text-align: center;">NEXT MEETING: January 20, 2022 at 6:30 p.m.</p>
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