



Minutes

Castle Kilbride Advisory Committee

Meeting of October 17, 2019

60 Snyder's Road West- Swartzentruber Room

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

1. **Welcome:**

Members were welcomed by Chair Teresa at **6:35 p.m.**

2. **Land Acknowledgement:**

Artem read the Land Acknowledgement

3. **Disclosure of pecuniary interest under the Municipal Conflict of Interest Act.**

None

4. **Review of Minutes from June 20, 2019**

That the Minutes be accepted as presented.

MOVED by Len SECONDED by Colleen

CARRIED.

Review of Minutes from September 19, 2019

That the Minutes be accepted as presented.

MOVED by Jim SECONDED by Evelyn

CARRIED

5. **Business:**

- The committee discussed the 25th Anniversary event that was held on September 22nd. Tracy thanked everyone for helping. Teresa thanked Colleen for being the MC for the event. Overall it was well attended but the heat perhaps kept others from attending the official program that was held on the front lawn with very little shade. Teresa thanked Evelyn for sewing the beautiful tartan sashes for members to be worn at events. Committee members all commented how they received positive feedback about them and thought they were a wonderful addition.

6. **New Business:**

A Merry Victorian Christmas - Tracy provided details pertaining to this popular event. It will be held on Thursday November 28 from 6:00 PM to 8:30 PM. She also reminded members that similar to the 25th anniversary event, guests can expect to wait to tour the home as staff can only allow a certain amount at a time inside the museum. Live entertainment is with Celtic Crossing once again in the parlour. Guests can tour the home followed by cider and homemade cookie.

Robbie Burn event - Colleen briefly updated what is in place to date for the potential Robbie Burns event to be held on Friday January 24, 2020. Teresa suggested a sub-committee to be formed. Colleen offered to head the sub-committee and Artem also volunteered. Although absent at the meeting, Colleen shared that Marlene would also be interested in joining. Other members of the committee are always welcome to join. Colleen noted that she will be meeting with the owners of Scran and Dram in the next week to seek pricing for food. Once information is collected, the committee will need to decide on cost of tickets. Tracy confirmed she will email the committee for their availability on January 24th to ensure there is enough committee support to host an event such as this. Further details will be shared at the next meeting.

Museum Signage – Tracy shared that new signage will be installed throughout the museum either before or after the Christmas season. This signage will better assist with guiding visitors throughout the museum and will also meet AODA requirements. The exterior privy sign should be installed in the next month. Visitors will enjoy reading about our very unique 1877 outbuilding.

MAP Grant – Tracy updated about an application she and Sherri are working on to better house the artifact collection for Castle Kilbride and the Township of Wilmot. This grant is noted in Castle Kilbride's Ten Year Capital forecast and will support 50% of the installation of rolled storage which will enhance space in the artifact room as the collection continues to grow.

7. Correspondence:

- Heritage Wilmot invites the Castle Kilbride Committee to join them as St. James Lutheran Church is designated under Part IV of the Ontario Heritage Act on Sunday November 3rd at 2:00 P.M.

8. Round table:

- Teresa enquired about Ghost Walks and any feedback to date. Tracy advised that the next Ghost Walk is sold out and it has been very positive. For specific details she noted that Sherri could provide first-hand feedback at the next meeting as she has attended them and has spoken with the organizers and visitors.
- Tracy noted that in 2020 she will be starting the Five Year Plan for Castle Kilbride which will involve the committee. She looks forward to their input!
- On November 18, Tracy is seeking a member to provide an update to Council about the Christmas season. Teresa asked the committee and Len volunteered to provide the update.
- Len provided the link to a historical toys as a suggestion for the Castle gift shop. It is www.historicaltwist.com. Tracy thanked Len for the link and would look into it.
- Len enquired about a cookbook to be compiled with Livingston recipes (and new recipes) and sold as a fundraiser in the gift shop. The committee discussed this topic and there was interest to explore it further. Tracy shared that this was initiated about 10+ years ago and she would look into where it was left.
- Angie enquired how the visit went with the Livingston descendants and Tracy gave a brief update. She explained there was a FAM tour at the same time and so Sherri welcomed the new family members while Tracy welcomed the FAM tour. Sherri did say it went very well and how excited she is to have a new connection for the family and museum. The committee asked if Sherri could provide an update from her perspective at the next meeting.

9. Adjournment at 7:30 p.m.

MOVED by Colleen

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

**NEXT MEETING:
November 21, 2019 at 6:00 p.m.
60 Snyder's Road West Baden- Swartzentruber Room**