

Museum Development Project Steering Committee Meeting held – May 15, 2018

A meeting of the Museum Development Project Steering Committee is held this day commencing at 2:00 o'clock p.m. in Room 406, 400 City Hall Square East, there being present the following members:

Councillor Jo-Anne Gignac, Chairperson
Councillor Rino Bortolin
Councillor Fred Francis

Also present are the following resource personnel:

Valerie Clifford, Financial Planning Administration
Madelyn Della Valle, Project Manager (Exhibitions)
Tom Graziano, Senior Manager Facilities
Cathy Masterson, Manager of Cultural Affairs
Colleen Middaugh, Project Manager (Construction)
Jason Moore, Senior Manager Communications
Jelena Payne, Community Development & Health Services Commissioner
Nora Bertram Romero, Corporate Marketing & Communications Officer
France Isabelle Tunks, Senior Manager Development Projects ROW
Jan Wilson, Corporate Leader Parks, Recreation, Culture & Facilities
Karen Kadour, Committee Coordinator

1. Call to Order

The Chair calls the meeting to order at 2:00 o'clock p.m. and the Steering Committee considers the Agenda being Schedule "A" attached hereto, matters which are dealt with as follows:

2. Declarations of Conflict

None disclosed.

3. Adoption of the Minutes

Moved by Councillor Francis, seconded by Councillor Bortolin,
That the minutes of the Museum Development Project Steering Committee of its meeting held February 11, 2016 **BE ADOPTED** as presented.
Carried.

4. Business Items

4.1 Project Manager and Financial Summary Update – Close Out

M. Della Valle provides a brief presentation relating to the Royal Ontario Museum Dinosaur Museumobile and the American Museum of Natural History, Dinosaur Discoveries exhibit, **attached** as Appendix “A”. She states there is a recommendation to utilize \$30,000 plus applicable taxes from the project surplus to assist in funding a 15-week travelling exhibit on Dinosaur Discoveries from the American Museum of Natural History (total cost of approximately \$60,000, with \$30,000 from the project surplus funds, \$5,000 from the Museum Volunteer Group and the balance from the museum operating budget). She indicates there is adequate room for the exhibit (fits in a 1,500 square foot space) and notes the dinosaur attraction will also feature “touchable” skulls.

The Chair inquired whether consideration had been given to incorporating electronic projection signage on the building. J. Payne responds there was a discussion regarding electronic billboards / signage but there were insufficient funds available for this.

Moved by Councillor Francis, seconded by Councillor Bortolin,

That the supply and installation of enhanced plantings and seating/benches at an upset cost of \$10,000 plus applicable taxes **BE APPROVED**, and;

That the supply and installation of WiFi infrastructure at the Francois Baby House at an upset cost of \$5,000 plus applicable taxes **BE APPROVED**, and;

That a recommendation to use \$30,000 plus applicable taxes from the project surplus to help fund a 15-week travelling exhibit on Dinosaur Discoveries from the American Museum of Natural History (total cost of approximately \$60,000, with \$30,000 from the project surplus funds, \$5,000 from the Museum Volunteer Group and the balance from the museum operating budget) **BE ENDORSED**, and;

That a recommendation for any remaining project surplus balance to be placed in a Building Reserve account for Museum Windsor **BE ENDORSED**.

Carried.

4.2 Museum Operations – First Two Years following Museum Expansion

M. Della Valle states the first two years following the Museum expansion has been extraordinary both at the Chimczuk Museum and the Francois Baby House and she indicates attendance and income are notably increasing.

C. Masterson indicates the temporary gallery space in the new Chimczuk Museum was designed to allow for many larger travelling and temporary displays and she adds numerous temporary exhibitions were featured in the Museum in 2016 and 2017.

J. Wilson notes there was an intention to create a hub with the Art Gallery and the International Aquatic Centre which has been achieved.

In response to a question asked by Councillor Francis regarding possibly displaying memorabilia from the City of Windsor's Twin Cities in the Museum, M. Della Valle responds they will be displayed in a future temporary exhibit. J. Payne further notes these collectibles will also be incorporated into the new City Hall.

Moved by Councillor Francis, seconded by Councillor Bortolin,
That the report of the Curator, Museum Windsor/Project Manager (Exhibitions) and Manager of Cultural Affairs regarding the first two years of expanded operations of Museum Windsor **BE RECEIVED FOR INFORMATION.**

Carried.

4.3 Additional Plaque Request

Moved by Councillor Francis, seconded by Councillor Bortolin,
That City Council **ACCEPT** the recommendation of the Museum Executive Committee that an additional separate plaque at the Chimczuk Museum acknowledging Joseph Chimczuk **BE NOT INSTALLED.**

Carried.

4.4 Sponsorship and Naming Rights

This item was not discussed.

4.5 Motion to Disband the Steering Committee

Moved by Councillor Bortolin, seconded by Councillor Francis,
That the Museum Development Project Steering Committee **BE DISBANDED.**
Carried.

5. Museum Expansion Project Executive Committee Minutes

Moved by Councillor Francis, seconded by Councillor Bortolin,
That the minutes of the Museum Expansion Project Executive Committee of its meetings held September 30, 2015, October 23, 2015, November 25, 2015, January 5, 2016, January 27, 2016, December 2, 2016 and February 14, 2018 **BE RECEIVED.**
Carried.

6. Adjournment

There being no further business, the meeting is adjourned at 2:25 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR