



**Volunteer Association  
Textile Museum of Canada**

**Minutes Volunteer Committee of the Textile Museum of Canada  
December 10 2014, 4pm**

Meeting came to order at 4 pm.

**Present:** Susan Singh, Julia Bryant, Vickie Grant, Lynne Lee, Isabel Ward, Elizabeth Harrison, Laura Brocklebank, Pam Craig, Sandra Kuzniak, Susan Helwig, Bev Moffett, Julia Rhodes

**Regrets:** Angela Kryhul, Arlette Schulman, Kim Penhorwood, Liz Jenner, Helen Kirkby

**Adoption of Agenda and Acceptance of the October Minutes**

~ agenda moved by Sandra Kuzniak; seconded by Julia Bryant  
~ minutes accepted with corrections by Elizabeth Harrison; seconded by Beverley Moffett

**Chair's Report (Susan Singh)**

~ the Bargain Bolt sale was very successful both financially and in reducing the inventory  
~ the move to 411 Richmond St. E. was completed successfully. Plans are being made for an open house to showcase our new quarters  
~ accessibility training was provided for 16 volunteers in November  
~ A tip sheet will be sent out to all volunteers  
~ responsibility for ongoing training will be raised with the museum to clarify roles  
~ the Sashiko quilt has been appraised at \$4000. A business plan is being prepared to facilitate the sale of the quilt  
~ A meeting has been held with the Museum and the auditors regarding how to represent the value of the donations from the Volunteer Association. Funds have not been consistently allocated over the years. In future, our treasurer will meet with Pat Neal before fiscal year end to do an account reconciliation prior to the audit. The board is also looking at this issue  
~ Elizabeth Harrison was thanked for her work as Treasurer

### **Treasurer's Report (Elizabeth Harrison)**

~ the raised by the Bargain Bolts sale was discussed

~ the current bank balance was discussed

Motion: moved that a specific amount be donated to the Museum. Moved by Liz Jenner, seconded by Pam Craig; passed

~ The amount of current fiscal contribution from the Volunteer Association to the Museum was discussed

### **Correspondence**

~ Ann Posen

~ Connie Wente

### **Representative and Committee Reports**

#### **Strand News**

~ continues to highlight the ongoing activities of the volunteers and current events

#### **Education (Julia Bryant)**

~ This has been a busy month, both in the Museum and at other venues.

~ the Makers' Faire, held at the reference library received a Best of the Show Award for the booth which showcased weaving and knitting

~ Friday Night at the ROM was also attended and well received. Black fabric was used to draw the constellations and LED lights were attached and conductive thread was used to connect the "stars"

~ the partnership program continues with Harbourfront. Students view the rug exhibit then draw their own motifs to be used in printmaking at the centre

#### **Docents (Isabel Ward)**

~ Our coordinator, Ann Posen, will be taking a leave of absence from the docents. Carol Sevitt has agreed to be the new coordinator. We are all concerned about the need for new docents as our touring group is quite small. We would like to write a new description for the volunteer website page which emphasizes the positive aspects of becoming a docent. We've had 3 tours so far in December. Our Sunday tours are only averaging 2-3 visitors each Sunday. There were a few Sundays when there were no visitors in the Museum at the time of the tour.

#### **Human Resources (Laura Brocklebank)**

~ 2 individuals were interviewed. One was placed in the shop. The other will be placed when an appropriate shift is available. One individual was interviewed by telephone and referred to education.

~ The proposal to change how volunteers are accepted and placed to streamline the process and maintain volunteer commitment was accepted. Applicants will be screened by telephone and referred to the appropriate coordinator for an interview and if approved, placement.

~ Bill Jeffery has accepted the position of coordinator for the Shop with backup to be provided by Laura Brocklebank

~ the issue of emergency contacts for volunteers remains a concern. Each coordinator is to collect and maintain this information as well as provide the information to the museum for their records. This will be further discussed with the Governance Committee of the Board of Trustees.

### **Library (Vickie Grant)**

~ a new librarian has been hired to undertake the catalogue migration and subscription renewals. He will be in the library on Tuesdays and Wednesdays.

~ three new volunteers have joined the library

~ there were 54 contacts in November

~ work continues on deaccession and research activities

### **Shop (Helen Kirkby)**

~ No report

### **Reception (Bev Moffatt)**

~ 177 hours of coverage was provided in December, a reduction from previous months due to closure of the museum Dec. 25 and 26 and early closing Dec. 24 and 31.

### **Fourth Floor (Arlette Schulman)**

~ activities, include reorganizing the shelves in the European area and finding "homes" for new acquisitions as well as sewing yards and yards of Velcro on carpets for the new exhibition

### **Hospitality (Kim Penhorwood)**

~ No report

### **New Business**

~ The chair made a motion for Sandra Kuzniak to take over the Treasurer's role pending an election at the next Annual General Meeting. Moved by Julia Bryant, seconded by Vickie Grant; passed

~ Fundraising activities were discussed. Ideas included Looney and Tooney Auctions, explore the feasibility of selling to specific craft guilds such as quilters, knitters, rug hookers, beaders, providing Workshops, rent out space. Also identified the need to elicit or identify special donations that could form the basis of a pop-up sale.

Next Steps include convening a meeting to review the Yardage Sale (Liz Jenner), explore feasibility of attending guild events, explore cost of renting a venue for sales (Julia Rhodes), and establish a working group to formulate a plan for ongoing fundraising (Lynne Lee).

### **Next Meeting**

January 7, 2015

4pm