



**Volunteer Association  
Textile Museum of Canada**

**Volunteer Committee Meeting January 8, 2014**

Meeting came to order at 4:00 p.m.

**Present:** Susan Singh, Julia Bryant, Helen Kirby, Vickie Grant, Laura Brocklebank, Lynne Lee, Elizabeth Harrison, Pam Craig, Liz Jenner, Beverley Moffatt

**Regrets:** Susan Helwig, Temma Gentles, Sheila Thompson, Angela Kryhul, Arlette Schulman, Isabel Ward, Sandra Kuzniak

**Chair Report** (Susan Singh)

1. Volunteer Appreciation Day – November 20, 2013: A very successful Volunteer Appreciation Day. About half of the current active volunteers came for one of the two information sessions put on by staff, and enjoyed the hospitality provided by the staff. The revised Volunteer Handbook was distributed and is now available on Strand News.

2. Board of Trustees Meeting – December 17, 2013: The Board of Trustees held a telephone conference meeting on December 17. The Board is hosting a recognition event for volunteers on Tuesday, February 18 from 5:00 to 7:00 pm at Scotiabank. The format will be similar to the wine and cheese held last year that was well attended by volunteers.

The amount of money raised by the Re-Design fundraiser in November was discussed.

The Development Committee of the Board of Trustees is working on a series of activities around the theme of “conscious consumption” with the goal of attracting a new audience to the museum. The plan is to sell tickets to events around the city where things are being created. It will conclude with a panel on a personal code of consumption.

The next major exhibit, Geisha to Diva opens on January 29. The collection of kimonos comes from the Art Gallery of Greater Victoria.

3. Annual General Meeting: The dates have been set for the Annual General Meeting of the Volunteer Association – Wednesday, April 30, and for the Museum Annual General Meeting – Monday, September 29.

4. Correspondence: A letter was received from the Provincial Ministry of Citizenship and Immigration on the subject of the 2014 Volunteer Service Awards. They recognize volunteers for many years of continuous service to a community organization. The deadline for the current year is January 25 but nominations can be submitted at any time. Nancy Dillow, Susan Helwig and Andrea Diplock were nominated. Moved by Julia Bryant; Seconded by Helen Kirkby.

5. Projects: With the completion of revisions to the Volunteer Handbook, the next project is to update the reception manual. Sandra Kuzniak, Liz Jenner and Beverley Moffatt have agreed to work on updating the manual.

6. TMC Strategic Plan. The museum will be reviewing its Strategic Plan in February. The plan will be shared to facilitate discussion at the next meeting.

#### **Treasurer's Report (Temma Gentles)**

No report available. Updated information will be provided at the next meeting

#### **Reception Coordinator:**

Bev Moffatt was welcomed to the meeting and to her new role as the coordinator of Reception.

#### **Volunteer Appreciation:**

Pat Neal attended to inform us that the Volunteer Appreciation event will be held February 18 from 5 to 7 pm at the Scotia Bank Building 63rd floor.

**Sashiko Quilt:** To advertise the quilt, access to the Interior Designers Association can be accessed for \$400. Pat will explore this option further. Sashiko will be demonstrated as part of Wide Open Wednesdays in conjunction with the kimono exhibit.

#### **Correspondence Secretary**

None

#### **Representative and Committee Reports**

### ***Strand News***

Information continues to be distributed on a regular basis.

The Reciprocal Manual will be posted shortly.

The minutes from all of the 2013 TMC Volunteer committee meetings have been edited, formatted as PDFs and added to the strandnews.ca website. Financial data has been omitted.

### ***Docents***

November and December were very quiet months for the docents. A very enjoyable holiday lunch in early December and will be resuming our twice monthly meetings next week. Only a few booked tours during November and December. Our free Sunday tours have been averaging about four visitors each Sunday. We would like to see more visitors on these tours. We expect that the Kimono exhibit, which starts in late January will draw more visitors. Kimono exhibits are usually quite popular with the public.

We have a special session planned for this month on spinning and weaving. This was requested by our newer docents but should provide good background information for all of us.

### ***Educators***

School visits are up this year over last. The Collography workshops at Harbourfront went well. Results of the workshop were displayed.

### ***Human Resources***

Continue to interview for docents and reception. The process of recruiting and streamlining the interview process is in progress. One volunteer has been processed and begun her assignment.

### ***Library***

Forty-three contacts occurred during November and December. The process of locating and deaccessioning duplicate copies on the library shelves continues. Space continues to be problematic and a meeting will occur in January to discuss next steps.

### ***Shop***

A welcome tea is being planned for June. From February 3 to 14th, volunteers will receive an additional 20% discount on scarves, jewellery and purses.

### ***Reception***

Shifts for January are covered; coverage for February and March remain a challenge. The list of volunteers at reception is being updated. A committee has been struck to review and revise the Reception Manual.

#### **Fourth Floor**

Pieces from "Dreamland" have been packed. The exhibited is being shown by another museum. Photography of a large number of artifacts, mostly new donations, and some old ones have been photographed for our database. Last week the pictures were taken.

**Next Meeting of the Volunteer Committee: February 5, 2014, 4pm**