



**Volunteer Association  
Textile Museum of Canada**

**Minutes of the Volunteer Committee of the Textile Museum of Canada  
November 5, 2014, 4 pm**

Meeting came to order at 4 pm.

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

**Regrets:** Angela Kryhul, Arlette Schulman, Beverley Moffett, Liz Jenner

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

~ agenda moved by Julia Bryant; seconded by Helen Kirkby

~ minutes accepted with corrections by Sandra Kuzniak; seconded by Kim Penhorwood

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

Report of the Trustees Meeting

~ questions have been raised about the auditors report concerning the reconciliation of volunteer associations contribution to the museum budget. A meeting will be held with the auditor to clarify the issue

~ Trustees had a training session with a fundraiser who had specific suggestions for increasing donations to the museum

~ an application will be put together by Susan Singh and Julia Rhodes to the TD Bank which supports recycling projects

~ The move from 401 Richmond St. W. to 411 Richmond St. E. is in the final approval stages. The move will occur December 7, following a Blowout Sale on December 5 and 6.

~ the vacuum will be taken to 411 Richmond St. E. If needed it will be repaired.

~ Accessibility training will occur on November 19 for all new volunteers and those volunteers still requiring the training

~ The Sashiko quilt is being evaluated by Greta Ferguson at a cost of \$100. Findings will support next steps for selling the quilt.

~ we will be participating at the York Heritage Quilters Guild Quilt Show November 14 and 15. Sashiko will be demonstrated and books and notions will be for sale.

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

The amount that was raised by the FLOC sale was discussed.

~ current bank balance was discussed.

~ report provided regarding the feasibility of establishing a Moneris account separate from the museum. The process is quite complex and is not feasible.

### **Correspondence**

~ Jane Milisiewicz

### **Representative and Committee Reports**

#### **Strand News**

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

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

~ Educators met with Susan Fohr to review the upcoming exhibitions and receive copies of the new Schools Program Flyer

~ funding is ending for the TXTilecity walking tours. An online teaching resource is being developed

~ the Fashion Futures Program that has five modules will become part of both the school visit and outreach programs

~ school visits have begun in earnest

~ the museum will participate in the Makers Faire in November

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

~ October has been a quiet month. While the rug exhibit has been popular, no tours have been requested

~ there have been approximately four people on the Sunday tours.

~ currently there are six active docents and one more is required.

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

~ 5 individuals were interviewed and placed in September

- ~ a proposal to change how volunteers are accepted and placed of to streamline the process and maintain volunteer commitment.
- ~ further research will be done and will be brought back for discussion and approval prior to implementation

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

- ~ there were 41 contacts in October; an amount of money earned by the Library was discussed; 6 books were added to the collection
- ~ a substantial donation was received and will be acknowledged
- ~ interviewing has begun for the new library position to digitize the collection

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

- ~ Pop up sales have been held at Christie Gardens and Belmont House. Both were successful
- ~ The amount of money earned by the Shop at Redesign was discussed
- ~ new shop items were displayed

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

- ~ Two new volunteers have come on board as floaters to assist as needed
- ~ the reception binder is currently awaiting approval from the museum

### **Fourth Floor (Mary Helen Kaiser)**

- ~ Conservation and Collection management have been involved with preparing several touring exhibitions for travel
- ~ work continues on making storage covers
- ~ objects were selected to complement the Chinese hat exhibit as well as finding textiles for a visiting artist
- ~ interviews for a new conservation volunteer are in process
- ~ the laptop originally purchased for the shop volunteers is now being used the conservation volunteers

### **FLOC (Julia Rhodes)**

- ~ FLOC was held October 17 and 18 at 401 Richmond and was successful
- ~ Sales were down from last year, but approximately two thirds of the donations were sold

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

- ~ Three events were hosted in October that required volunteers
- ~ plans are being established for the Bonhams Appraisal Day

### **New Business**

- ~ Shauna McCabe and Adrian Hood attended the meeting. As the incoming chair of the Board of Directors, Adrian wanted to meet the board members of the

Volunteer Association and identified the desire to increase collaboration between the groups to mutually support the goals of the museum  
~ they stayed for the committee reports to gain a sense of current volunteer activities.

**Next Meeting**

December 10, 2014

4pm