



**Volunteer Association
Textile Museum of Canada**

Volunteer Committee Meeting September 11, 2013

Present: Lynne Lee, Susan Singh, Isabel Ward, Vickie Grant, Susan Helwig, Temma Gentles, Sandra Kuzniak, Laura Brocklebank, Helen Kirkby, Liz Jenner, Talieh Farahanirad

Regrets: Julia Bryant, Arlette Schulman, Sheila Thompson, Pam Craig, Angela Kryhul

Follow up of outstanding/ongoing issues

- Further exploration of previous Volunteer of the Year Recipients will be done using information in files located on the third floor
- Final planning for the party to thank and honour John Alexander was completed. A financial gift will be presented to him.

Chair Report (*Susan Singh*)

Information from the museum's board of directors:

- Farandale opens September 18
- Wide Open Wednesdays will occur bi-monthly
- Textile City continues to be successful; a tour for volunteers occurs on September 25
- Renovations of the Museum have been completed
- Rental of space within the museum continue to be strong
- Several grants have been received
- Museum AGM occurs on September 30, 2013

Communications:

- Volunteer Benefits will be available with the completion of a three-month probation. This will be tracked by computer.
- Orientation for Volunteers/Training will occur November 20. A committee (Susan Singh, Laura Brocklebank, Sandra Kuzniak) will organize this program.

- A simplified listing of benefits available to volunteers is being compiled by Marilyn Luce
- The Yardage Sale Committee is meeting to look at arrangements for the May 2014 Sale

Treasurer's Report (*Temma Gentles*)

- An amount of money was given to the Museum from the proceeds from the Yardage Sale
- To allow for training and a smooth transition, efforts to identify a new Treasurer for 2014 will begin; a request for a volunteer will be placed in Strand News

New Business

- Talieh Farahanirad was welcomed as the new Reception Coordinator
- Connie Wentz is taking on the scheduling for the Shop

Volunteer Handbook

- Revisions were tabled and reviewed
- Finalization of the Handbook will be made at the October meeting

Calendar of Events/Activities

- Will explore the feasibility of posting an Event Calendar on Strand News

Volunteer Association Policies

- Policies exist for Managing Funds and Managing Donations
- A policy for Resolving Conflict was tabled for consideration; approval will be discussed at the October meeting
- Copies of the policies are kept with the bylaws and with the Chair; consideration will be given to placing them in a restricted access area of Strand News

Representative and Committee Reports

Strand News (Angela Kryhul)

- No report
- Articles that provide great information on a variety of issues continue to be posted

Docents (Isabel Ward)

- The summer was a quiet period for the docents. There were two booked tours and we continued to lead free public tours every Sunday. The Sunday tours were well received with 5-10 visitors for each tour.
- September will be busy with two new exhibits beginning along with the special weekend for the Gardiner Museum members on Sept. 21 and 22.

Educators (Julia Bryant)

- No report

Human Resources (Laura Brocklebank)

- Prospective volunteers continue to be interviewed and placed
- Continue to examine ways to simplify the process of responding to applicants

Library (Vickie Grant)

- 14 books were accessioned and 42 books were added to the collection
- The book, Art Textiles of the World: Canada, has been ordered for inclusion in the library in memory of Carol-ann Casselman

Shop (Helen Kirkby)

- Renovations to the shop have occurred
- New items that reflect the Museum are in stock
- The Tax Free Event will occur from September 21 to 30th
- The Museum will exhibit at the Creativ Festival from October 25 to the 27th

Fourth Floor (Arlette Schulman)

- A large number of poles and a variety of mannequins have been covered for the "Maya Textile" exhibition
- New donations of Guatemalan textiles that were not displayed in the exhibition have been shelved and combined with the existing collection
- Textiles for the "Telling Stories" exhibit have been found

Yardage Sale (Liz Jenner)

- The sale will occur on May 30 and 31, 2014
- A committee is examining the location issues
- Donations are being received

For the Love of Cloth (Susan Helwig)

- Will be held October 18 and 19 at 401 Richmond
- Volunteers to assist with the sale are required

Next Meeting of the Volunteer Committee: October 2, 2013, 4:30 pm