



**Museum Advisory
Committee Meeting**

Minutes

14 August 2014

Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following Museum Advisory Committee Meeting, where the Minutes will be confirmed subject to any amendments made by the members of the Committee.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 20 August 2014.



Stan Scott
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on

Signed:

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

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*There is no **ADDENDUM** to these minutes.*

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Shire of Toodyay

MUSEUM ADVISORY COMMITTEE MEETING – 14 AUGUST 2014

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 4.05 pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 RECORD OF ATTENDANCE

Members

Cr Sally Craddock	
Ms Margaret Eberle	Museum Curator / Heritage
Ms Sheena Hesse	
Dr Brian Shepherd	
Mrs Jenny Edgecombe	
Mr David Pike	
Ms Audrey Bell	

Staff

Mrs Narelle Rodger	Rates/Finance Officer
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Visitors

Nil

2.2 APOLOGIES

Nil.

3. DISCLOSURE OF INTERESTS

The Chairperson advised that there were no disclosures of interest in the form of a written notice prior to the commencement of the meeting.

4. PUBLIC QUESTIONS

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Meeting held on 8 May 2014 there were no questions taken on notice.

4.2 PUBLIC QUESTION TIME

Nil.

5. DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

5.1 Petitions

Nil.

5.2 Deputations

Nil.

5.3 Presentations

Nil.

5.4 Submissions

Nil.

**6. BUSINESS LEFT OVER FROM PREVIOUS MEETING
(if adjourned)**

Nil.

7. CONFIRMATION OF MINUTES

7.1 Museum Advisory Committee Meeting held on 8 May 2014.

MOVED Brian Shepherd

That the Unconfirmed Minutes of the Museum Advisory Committee Meeting held on 8 May 2014 be confirmed.

MOTION CARRIED

7.2 Matters arising from previous minutes

Nil.

8. REPORTS OF OFFICERS

8.1 Unaccessioned material – Ladder, wooden, 19th century

Date of Report:	23 July 2014
Proponent:	Nil
File Ref:	COC4
Author:	Margie Eberle – Museum Curator / Heritage Officer
Responsible Officer:	Stan Scott – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

INTRODUCTION

The Museum Advisory Committee is asked to consider the recently restored nineteenth century wooden ladder, currently on display at the Newcastle Gaol Museum.

BACKGROUND

In late 2013, the museum curator met with furniture restorer Tim Harris to discuss a proposed event to be held in the Newcastle Gaol Museum in May 2014. Items from the museum collection were to be restored in public view as part of the 2014 National Trust WA's Heritage Festival.

While we were looking at possible candidates for restoration we noted a ladder being stored in the shearing shed. It was broken and in several separate pieces. The timber had been shaped by hand which indicated it had been originally constructed in the nineteenth century. Tim confirmed it was rare that a "bush ladder" of this period had survived to the present day.

It was decided that this object should be part of the exhibition of furniture restoration being planned for the May 2014 event.

MINUTES OF MUSEUM ADVISORY COMMITTEE MEETING
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Image 1: ladder, prior to restoration



Image 2: ladder, after restoration

STATUTORY ENVIRONMENT

This proposal does not contain any notable statutory implications.

POLICY IMPLICATIONS

Shire of Toodyay Policy O.4 Museum Collection and Conservation Management Mission Statement articulate that:

The Museum seeks to collect, document, conserve and interpret the history of Toodyay as well as educate and provide enjoyment in the history of the region.

The policy states that:

Acceptance into the collection will be subject to:

- 6.1. *One of the following themes:*
 - 6.1.1. *Those objects that relate to the cultural history of the Shire of Toodyay prior to European settlement.*
 - 6.1.2. *Those objects that document or relate to European settlement of the Toodyay region with an emphasis on the periods of development from 1830 to 1900.*
 - 6.1.3. *Those objects that relate directly to law and order, law enforcement, convictism in the region, the Police Force in the region and those relating directly to imprisonment, life and conditions in the Newcastle Gaol or the region to become the Shire of Toodyay.*
 - 6.1.4. *Objects/ documents/ materials relating directly to Connor's Mill in its usage as a mill and a power station; to any of the families that lived there; and work, working conditions or life in the mill.*
 - 6.1.5. *Objects that fall outside the region but are relevant to one of the above criteria may be considered for acquisition into the primary collection. Alternatively they may be documented, photographed and returned to the donor, or used in a secondary collection (e.g. for educational purposes).*
 - 6.1.6. *Those objects that relate to the natural history of the Shire of Toodyay.*
- 6.2. *Whether objects are considered, upon assessment, to be significant to the Shire of Toodyay, where significant refers to the historic, aesthetic, scientific and social values of an object.*

Also that:

- 2.1 *Objects will be acquired by donation, purchase or bequest.*
- 2.2 *No object will be acquired that is constrained by any limitations.*
- 2.3 *The intending donor must have legal title to the object, and be willing to pass legal title to the Museum.*
- 2.4 *Acquisition should not duplicate materials already in the collection unless for the exceptional purposes of education, comparison or condition.*
- 2.5 *Objects shall be collected only if in manageable condition and it is deemed possible for the Museum to safely document, conserve,*

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preserve, store, display or interpret the objects without duress to its resources. This includes provenance of the object as well as physical condition.

The recommendation that follows is consistent with this policy.

FINANCIAL IMPLICATIONS

This proposal does not contain any notable financial implications.

STRATEGIC IMPLICATIONS

This proposal does not contain any notable strategic implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER'S COMMENT

The ladder is an example of the tools locally manufactured and used during the European settlement period of the second half of the nineteenth century.

It has local significance as it is an example of craftsmanship and design involving the hand working of locally sourced wood.

MOVED B Shepherd

The Museum Advisory Committee recommends to Council the following:

That it accession the nineteenth century wooden ladder as part of the museum collection.

MOTION CARRIED

8.2 Unaccessioned material – painted wooden panel, Royal Coat of Arms

Date of Report:	23 July 2014
Proponent:	Nil
File Ref:	COC4
Author:	Margie Eberle – Museum Curator / Heritage Officer
Responsible Officer:	Stan Scott – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

INTRODUCTION

The Museum Advisory Committee is asked to consider the wooden panel with the Royal coat of arms painted on one side.

BACKGROUND

In late 2013, the garden depot building in Clinton Street had been vacated by the Shire Works Department when they moved into the newly constructed Council Works Depot site 3km away.

I was asked to see if there was anything still being stored there that might have value to the museum.

This painted wooden panel was found and removed to the archive facility for further investigation.

The coat of arms painted on the panel was identified as being that of the Royal family of the United Kingdom, and used by Queen Elizabeth II from 1953 to the present day (2014). Photograph (2001.1395) in the museum collection of the Toodyay Shire councillors in 1966 shows this panel in the background on the wall of the Council chambers.

Although the date of the panel cannot be confirmed, it may have been produced when the Toodyay Road Board moved to its current site in 1959 as part of a refurbishment of the new premises.

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Image 1: painted wooden panel, Royal Coat of Arms

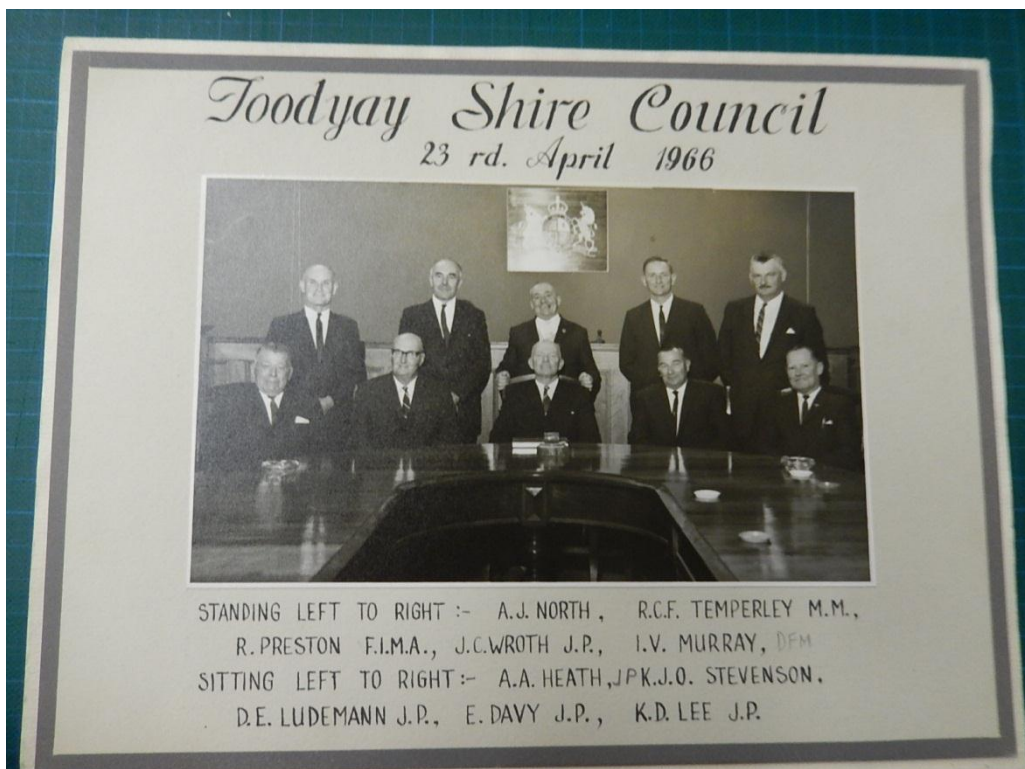


Image 2: panel located in Council chambers in 1966

STATUTORY ENVIRONMENT

This proposal does not contain any notable statutory implications.

POLICY IMPLICATIONS

Shire of Toodyay Policy O.4 Museum Collection and Conservation Management Mission Statement articulate that:

The Museum seeks to collect, document, conserve and interpret the history of Toodyay as well as educate and provide enjoyment in the history of the region.

The policy states that:

Acceptance into the collection will be subject to:

6.3. *One of the following themes:*

- 6.3.1. *Those objects that relate to the cultural history of the Shire of Toodyay prior to European settlement.*
- 6.3.2. *Those objects that document or relate to European settlement of the Toodyay region with an emphasis on the periods of development from 1830 to 1900.*
- 6.3.3. *Those objects that relate directly to law and order, law enforcement, convictism in the region, the Police Force in the region and those relating directly to imprisonment, life and conditions in the Newcastle Gaol or the region to become the Shire of Toodyay.*
- 6.3.4. *Objects/ documents/ materials relating directly to Connor's Mill in its usage as a mill and a power station; to any of the families that lived there; and work, working conditions or life in the mill.*
- 6.3.5. *Objects that fall outside the region but are relevant to one of the above criteria may be considered for acquisition into the primary collection. Alternatively they may be documented, photographed and returned to the donor, or used in a secondary collection (e.g. for educational purposes).*
- 6.3.6. *Those objects that relate to the natural history of the Shire of Toodyay.*
- 6.4. *Whether objects are considered, upon assessment, to be significant to the Shire of Toodyay, where significant refers to the historic, aesthetic, scientific and social values of an object.*

Also that:

- 2.1 *Objects will be acquired by donation, purchase or bequest.*
- 2.2 *No object will be acquired that is constrained by any limitations.*
- 2.3 *The intending donor must have legal title to the object, and be willing to pass legal title to the Museum.*
- 2.4 *Acquisition should not duplicate materials already in the collection unless for the exceptional purposes of education, comparison or condition.*
- 2.5 *Objects shall be collected only if in manageable condition and it is deemed possible for the Museum to safely document, conserve,*

MINUTES OF MUSEUM ADVISORY COMMITTEE MEETING
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preserve, store, display or interpret the objects without duress to its resources. This includes provenance of the object as well as physical condition.

The recommendation that follows is consistent with this policy.

FINANCIAL IMPLICATIONS

This proposal does not contain any notable financial implications.

STRATEGIC IMPLICATIONS

This proposal does not contain any notable strategic implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER'S COMMENT

The painted wooden panel was located on the wall of the Council chambers in the 1960s as an affirmation of the right of the Shire to govern under Australian law, in the name of Queen Elizabeth II.

The panel was a part of the fittings of the Toodyay Shire Council chambers during the 1960s and may be seen to represent the law and order theme of the collections policy.

MOVED J Edgecomb

The Museum Advisory Committee recommends to Council the following:

That it accession the wooden panel with the Royal Coat of Arms painted on it as part of the museum collection.

MOTION CARRIED

8.3 Unaccessioned material – collection of photographs and documents pertaining to the Sinclair family donated as a group by Marilyn Walker in late 2013

Date of Report:	23 July 2014
Proponent:	Nil
File Ref:	COC4
Author:	Margie Eberle – Museum Curator / Heritage Officer
Responsible Officer:	Stan Scott – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

INTRODUCTION

The Museum Advisory Committee is asked to consider a collection of photographs (126) and documents pertaining to the Sinclair family

BACKGROUND

In July 2013, the museum curator received a request from Marilyn Walker of Kingscliffe, NSW that the Shire of Toodyay accept a donation of historic photographs of the Sinclair and Glass families from the Toodyay district, along with the family bible of James Sinclair.

In October 2013 the bible was forwarded to the curator with copies of some family tree research Marilyn had compiled. After examination the bible was proposed for inclusion in the museum collection in November 2013.

The photographs and documents were sent later and arrived in November 2013. They had been placed into an album which was large and had extra pages inserted to accommodate the volume of material. Although the album appeared to be made from archivally appropriate materials, many of the photographs had been affixed by adhesive tape.

The photographs appeared to be arranged in sequential order and were well labelled, both on the back of most and on the album pages.

After due consideration, it was decided to remove the photographs from the album during the process of documentation and digitisation, and replace loose into appropriate sized sleeves held in an archive folder.

Photos of each of the pages of the album before demounting were taken to provide a historical record.

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Image 1: James & Mary Sinclair 1860



Image 2: Sinclair family,
back row: James Henry & Joshua Vivian
Middle row: Melinda Murial, Thomas Napoleon Bonaparte, Sarah Jane, Melinda
(mother), Samuel William,
Front: Grace Vera

STATUTORY ENVIRONMENT

This proposal does not contain any notable statutory implications.

POLICY IMPLICATIONS

Shire of Toodyay Policy O.4 Museum Collection and Conservation Management Mission Statement articulate that:

The Museum seeks to collect, document, conserve and interpret the history of Toodyay as well as educate and provide enjoyment in the history of the region.

The policy states that:

Acceptance into the collection will be subject to:

6.5. *One of the following themes:*

- 6.5.1. *Those objects that relate to the cultural history of the Shire of Toodyay prior to European settlement.*
- 6.5.2. *Those objects that document or relate to European settlement of the Toodyay region with an emphasis on the periods of development from 1830 to 1900.*
- 6.5.3. *Those objects that relate directly to law and order, law enforcement, convictism in the region, the Police Force in the region and those relating directly to imprisonment, life and conditions in the Newcastle Gaol or the region to become the Shire of Toodyay.*
- 6.5.4. *Objects/ documents/ materials relating directly to Connor's Mill in its usage as a mill and a power station; to any of the families that lived there; and work, working conditions or life in the mill.*
- 6.5.5. *Objects that fall outside the region but are relevant to one of the above criteria may be considered for acquisition into the primary collection. Alternatively they may be documented, photographed and returned to the donor, or used in a secondary collection (e.g. for educational purposes).*
- 6.5.6. *Those objects that relate to the natural history of the Shire of Toodyay.*
- 6.6. *Whether objects are considered, upon assessment, to be significant to the Shire of Toodyay, where significant refers to the historic, aesthetic, scientific and social values of an object.*

Also that:

- 2.1 *Objects will be acquired by donation, purchase or bequest.*
- 2.2 *No object will be acquired that is constrained by any limitations.*
- 2.3 *The intending donor must have legal title to the object, and be willing to pass legal title to the Museum.*
- 2.4 *Acquisition should not duplicate materials already in the collection unless for the exceptional purposes of education, comparison or condition.*
- 2.5 *Objects shall be collected only if in manageable condition and it is deemed possible for the Museum to safely document, conserve,*

MINUTES OF MUSEUM ADVISORY COMMITTEE MEETING
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preserve, store, display or interpret the objects without duress to its resources. This includes provenance of the object as well as physical condition.

The recommendation that follows is consistent with this policy.

FINANCIAL IMPLICATIONS

This proposal does not contain any notable financial implications.

STRATEGIC IMPLICATIONS

This proposal does not contain any notable strategic implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER'S COMMENT

The ladder is an example of the tools locally manufactured and used during the European settlement period of the second half of the nineteenth century.

It has local significance as it is an example of craftsmanship and design involving the hand working of locally sourced wood.

OFFICER'S RECOMMENDATION

It is recommended that the Museum Advisory Committee recommends to the Chief Executive Officer of the Shire of Toodyay that it accession the nineteenth century wooden ladder as part of the museum collection.

The Museum Curator/Heritage Officer advised that the Officers comment and recommendation had a typographical error as it related to the wooden ladder when it should refer to the Sinclair Family photo's.

MOVED S Hesse

The Museum Advisory Committee recommends to Council the following:

That the Sinclair Family photographs be accessed into the museum collection collection.

MOTION CARRIED

8.4 Unaccessioned material – table, jarrah 1870s

Date of Report:	23 July 2014
Proponent:	Nil
File Ref:	COC4
Author:	Margie Eberle – Museum Curator / Heritage Officer
Responsible Officer:	Stan Scott – Chief Executive Officer
Officer's Disclosure of Interest:	Nil
Attachments:	Nil
Voting Requirements:	Simple Majority

INTRODUCTION

The Museum Advisory Committee is asked to consider the recently restored 1870s jarrah table, currently on display at the Newcastle Gaol Museum.

BACKGROUND

In late 2013, the museum curator met with furniture restorer Tim Harris to discuss a proposed event to be held in the Newcastle Gaol Museum in May 2014. Items from the museum collection were to be restored in public view as part of the 2014 National Trust WA's Heritage Festival.

This small table, being stored in the museum archive facility, was chosen as one of the pieces for restoration. It was made of jarrah, a locally sourced wood, and its design and method of construction indicated it dated from the 1870s. It appears to be pit sawn and hand planed.

It was felt that it was likely to have been made locally as another larger table with the same design was in Shire ownership at the time.

Possibly the table had been a part of an early display on the top floor of Connor's Mill (a re-creation of living quarters of the Piesse family) and had been moved to the archive facility when the exhibition was demounted, along with the other artefacts from this display.

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Image 1: table, prior to restoration



Image 2: table, after restoration

STATUTORY ENVIRONMENT

This proposal does not contain any notable statutory implications.

POLICY IMPLICATIONS

Shire of Toodyay Policy O.4 Museum Collection and Conservation Management Mission Statement articulate that:

The Museum seeks to collect, document, conserve and interpret the history of Toodyay as well as educate and provide enjoyment in the history of the region.

The policy states that:

Acceptance into the collection will be subject to:

6.7. *One of the following themes:*

- 6.7.1. *Those objects that relate to the cultural history of the Shire of Toodyay prior to European settlement.*
- 6.7.2. *Those objects that document or relate to European settlement of the Toodyay region with an emphasis on the periods of development from 1830 to 1900.*
- 6.7.3. *Those objects that relate directly to law and order, law enforcement, convictism in the region, the Police Force in the region and those relating directly to imprisonment, life and conditions in the Newcastle Gaol or the region to become the Shire of Toodyay.*
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- 6.7.5. *Objects that fall outside the region but are relevant to one of the above criteria may be considered for acquisition into the primary collection. Alternatively they may be documented, photographed and returned to the donor, or used in a secondary collection (e.g. for educational purposes).*
- 6.7.6. *Those objects that relate to the natural history of the Shire of Toodyay.*
- 6.8. *Whether objects are considered, upon assessment, to be significant to the Shire of Toodyay, where significant refers to the historic, aesthetic, scientific and social values of an object.*

Also that:

- 2.1 *Objects will be acquired by donation, purchase or bequest.*
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- 2.3 *The intending donor must have legal title to the object, and be willing to pass legal title to the Museum.*
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- 2.5 *Objects shall be collected only if in manageable condition and it is deemed possible for the Museum to safely document, conserve,*

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preserve, store, display or interpret the objects without duress to its resources. This includes provenance of the object as well as physical condition.

The recommendation that follows is consistent with this policy.

FINANCIAL IMPLICATIONS

This proposal does not contain any notable financial implications.

STRATEGIC IMPLICATIONS

This proposal does not contain any notable strategic implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER'S COMMENT

The table is an example of locally manufactured furniture used during the European settlement period of the second half of the nineteenth century.

It has local significance as it is an example of craftsmanship and design involving the hand working of locally sourced wood.

MOVED B Shepherd

The Museum Advisory Committee recommends to Council the following:

That it accession the 1870s jarrah table as part of the museum collection.

MOTION CARRIED

8.5 Museum Update – Verbal Report by Museum Curator/Heritage Officer

PURPOSE

The purpose of this discussion paper is to provide information on current activities involving the Shire museums and its collections.

SUMMARY OF THE FACTS

Background:

This update follows on from a verbal report presented at the last Museum Advisory Committee meeting 8 May 2014.

Current Status:

Collections

- 126 photographs of the Glass and Sinclair families have been scanned along with a series of documents associated with the Sinclair family; database records have been created. This has largely been carried out by volunteer Jan Pentin.
- The collection review (locating, photographing) continues with Beth Frayne's assistance – examining items in the archival storage room, mainly documents and smaller items.
- Nina Paterson has completed a transcription of a farm diary - hand written daily entries from Nardie Farm from the year 1907. Beth Frayne has kindly offered her thoughts on who the author of this diary might be (either Joseph Morris Lloyd- b.1867- or his eldest son Morris Lloyd) and the identity of some of the people mentioned by Christian name.
- Brian Shepherd has completed a transcription of the Log Book Comptroller of Prisons for the Newcastle Gaol, first decade 20th century.
- Three wooden items have been restored, two of which are being proposed at this meeting for inclusion in the museum collection – a colonial “bush ladder” and an 1870s table. The witness stand has also been restored, one teak panel having been replaced and two re-located from the front step.
- The shearing plant located in the shearing shed is undergoing restoration work by new volunteer Gary Henderson involving the un-seizing and re-assembling of components, and the re-mounting of the machinery in its original position along the back wall of the shed. This work is ongoing.
- A bench drill from the museum collection has also been restored to working order by Gary. This drill, when in use, should be mounted on a vertical surface but at the moment it is laying flat.

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Formally proposed for inclusion in the museum collection

- 126 photographs of the Glass and Sinclair family along with a series of documents received at the same time - mainly certificates and letters pertaining to Vivian Sinclair's employment with the West Australian Government railways while he was stationed at Brookton c1914-1916.
- Ladder, wooden 19th century.
- Painted wooden panel, Royal Coat of Arms.
- Table, jarrah 1870s.

On site

- At the conclusion of the National Trust event the temporary exhibition space was set up as a courtroom in a slightly different configuration, using all three of the restored nineteenth century pieces from this event – the witness stand, the colonial bush ladder and the 1870s table.
- The textile display was changed over – our mannequin is now pregnant, reflecting the condition many colonial women found themselves in throughout their child-bearing years. A maternity top, a skirt and some baby's and child's clothing are now on display.
- Some discussion about possible future uses of the shearing shed has been undertaken. David Pike has kindly compiled a draft report on the re-location of objects in the museum precinct to open up the Shearing shed space for public access. The proposed funding for this project to happen in the short term, however, has not been forthcoming and so plans in this area are yet to be decided.
- Temperature and humidity readings of four areas in the gaol, stables and shearing shed were taken through the hotter months earlier this year. Same locations are being monitored during the winter months for comparative purposes. As expected the environment with the most changeable conditions is the shearing shed.
- On Sunday 13th July, the Newcastle Gaol was closed to members of the public in the afternoon for the Rural Ambassador Award event, hosted by the Toodyay Agricultural Society.
- It has been proposed that Connors Mill and the Newcastle Gaol be used on Friday night August 8th by cadets during the Toodyay Country Muster event being run at the Toodyay District High School. Four groups of about 30 students each will be conducting search and rescue, and communication activities between 7-9pm. Investigations on the suitability of these sites have been undertaken in consultation with teachers. Two Shire staff members will be on duty to monitor activities.
- Sunshine gate next to Police Stables has been secured by a padlock.

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- We have found some white ant damage to a couple of wooden objects being stored in the shearing shed and have notified the building maintenance manager who will attend.

Promotion

- Regular updates on gaol news are being posted on Facebook.
- A quarter page colour advertisement was placed in May's edition of the Toodyay Herald for the "A Craftsman at Work" event along with a separate news article. Also for this event we conducted a radio interview, placed posters locally, gave out flyers at the Moondyne Festival and undertook promotion through the National Trust's website.
- In June an article about the upcoming WW1 exhibition in the museum in 2015 was published.
- Historical photographs from the museum collection continue also to be published in each edition of the Toodyay Herald; although in the July edition the source of the image (19th century view of Newcastle from Mt. Anderson) was not acknowledged.

Public programs

- As part of the National Trust WA's 2014 Heritage Festival an event titled "A Craftsman at Work" was held at the Newcastle Gaol between May 14th and May 18th. Joining Tim Harris, who restored three nineteenth century pieces, we had members of the Avon Valley Woodturners group and the Toodyay Spinners group. All who visited during this time enjoyed speaking with the craftspeople on site while watching traditional skills in action.

70 people attended this event (35 in the age group 40-60 and 35 in the age group over 60). The involvement of community members attracted local visitation although feedback was received that people weren't aware of this event happening, even though it had been promoted fairly widely locally and via the National Trust's website.

Displays

- Further discussions have been happening with the Toodyay RSL sub-branch and members of the Toodyay Historical Society to discuss the "Remembering Them" exhibition being launched at the Newcastle Gaol on April 25, 2015.

Themes proposed for the exhibition are:

- William Henry Strahan (defending the British Empire, The first Toodyay casualty, impact on families when the breadwinner didn't return & 2 generations at war).

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- Supporting the war effort (Sandbag appeal, Munitions Company Fund, Red Cross Fund, Wounded Soldier Fund, Welcome Home Committee, Recruitment Drives).
- Aftermath (trophies brought home, impact on soldier's health, impact on families, RSL formation/membership in Toodyay.

Research and community consultation for this exhibition which is planned to run for 12 months is ongoing.

Options (*i.e. next steps, Officer Comments*):

Any help or feedback on the above appreciated by the museum curator.

CONCLUSION (and/or Recommendations)

This report is on current activities – no further actions are recommended.

The Committee discussed the significance of agricultural machinery for the Museum and the historical significance to Toodyay.

8.6 Verbal Report – Shearing & Machinery Shed on Museum Site

The Committee discussed the need to determine the uses of the Wicklow Shearing Shed and the Machinery Shed at the Museum.

The Committee discussed the need to determine the condition and importance of items contained in the Wicklow Shearing Shed and the Machinery Shed.

8.7 Verbal Report – Museum Signage - Directional

The committee discussed that lack of signage which shows where the Museum is located.

The Museum Curator/Heritage Officer provided the committee with costings from two different companies to for signage. The average cost of \$125.00 each for small directional signage and the larger Historic Site signage are \$360.00 each.

The committee suggested that a recommendation be put to Council regarding the erection of signage.

The Manager of Community Development advised that the Museum Curator/Heritage Officer liase with the Planning Department to ascertain the process to have the signage erected.

The Committee request information to be distributed regarding a plan on where the signage would be located before the next meeting.

9. REPORTS OF COMMITTEE MEMBERS

9.1 Verbal Report – Museum Prison Precinct by David Pike

Toodyay Museum Report

On the 4 July Margie Eberle, Toodyay Museum Curator asked if I could assist her to determine what to do with all the objects in the Shearing Shed as Ms Eberle has been directed to clear out the Shearing Shed.

The following suggestions, (and please note these are all only suggestions,) I will break these up regarding each separate location.

Museum Precinct

I suggest the whole area could be named something like the **Toodyay Prison Precinct** or **Toodyay Museum Prison Precinct** and advertised as such. This would incorporate all the historical buildings and would be an easy marketing strategy.

Also for easy access to the whole area I would also suggest that a small wooden walkway be placed over the rain ditch as that section may get slippery when wet. Also the open paddock area I suggest require some land scaping as it appears quiet barren and not very inviting for visitors to enjoy all the historical aspects of the area.

Shearing Shed

I suggest that all items be removed except all the items relating to the shearing process but before starting the process to remove the other items put a note in the local paper outlining that the items are to be relocated or disposed in case the donor wants the item back.

The work to restore the shed as semi operation shearing complex is excellent.

To relocate the other objects I suggest there are several options:

- Keep items I suggest are the blue cart and cooling box. These could be placed in the council storage facility behind the Museum. There is about 6m x 8m spare space and could be increased with some rearranging.
- Place some of the farm items in the garden beds near the entrance to the Museum. There are some already there.
- The remaining small farming equipment that doesn't fit in the council storage area could be left in the area near the council storage shed or disposed of. Note they are all farm items and will not deteriorate very much and will be subject to the same environment as the items outside the museum entrance.
- Contact a worker group (Men's Shed group if you have one in Toodyay) to restore the tractor

Once cleared I suggest that the council could make more use of the area and such activities such as shearing demonstrations, shaded quite areas and by careful marketing of the whole precinct could be utilized to increase visitation to the area.

Display Shed.

The wood log laying on its side I suggest could be displayed better if placed up right. This may be possible by placing on a solid metal base with 4-6 supporting uprights with a ring around the item about half way up to support it without causing any damage to the object. The bottom may have to be levelled to ensure the log did not split.

Male and Female Prison facility

Apart from the narrow access for the Female section they appear in reasonable condition. I did not have a close look at all that was stored in each section but suggest that it appears they are piles of old unused stored items and could be disposed of. I would suggest however to have a close look at the pile of photos to see if any have any relevance to the Toodyay region and if so stored in a better environment.

Carousel

I would suggest that this be disposed of as I believe it is too old to restore and would not pass safety regulations.

Signage

This is something I have raised at several advisory committee meetings but not minuted. This is a real problem of advising people of a museums existence and location. When I was in charge of the WA Maritime Museum Slipway Precinct (including the submarine) the most complaints I got was they could not find the submarine because of lack of directional signage.'

When I first visited the Toodyay Museum I had to visit the Tourist Centre twice to get directions.

There are better and more oblivious signs to another Toodyay tourist area, the Toodyay Caravan Park and it would not be difficult to place some Museum signs in the same or similar location as per the Main Roads Regulations for Museum signs as handed to Ms Eberle.

The one directional sign to the museum is lost in the in the pile of signs at the T Junction after going over the bridge.

I also suggest that directional signs be placed in the precinct area itself so that visitors are aware that the precinct incorporates a whole range of areas of historical significance.

MINUTES OF MUSEUM ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 14 AUGUST 2014

10. NEW BUSINESS OF AN URGENT NATURE

Nil

11. NEXT MEETING

Museum Advisory Workshop 9 October 2014 at 10.00 am
Museum Advisory Committee Meeting 13 November 2014 at 4.00 pm

12. CLOSURE OF MEETING

The Chairperson declared the meeting closed at 5.30 pm

