

Museum Advisory Committee

MINUTES

Section 5.8 of the Local Government Act 1995

Thursday 17 May 2018

Committee Brief:

To provide guidance and assistance to the Council on matters affecting the selection, interpretation or display of the museums artefacts and matters relating to the promotion of the Museum.

Members as per Council Resolution 175/10/17 and 29/02/18 & 33/02/18

- Councillor Chitty, Council Member
- Councillor Welburn, Council Member
- Museum Curator
- Mrs J Edgecombe, Community Member
- Mr D Pike, Community Member
- Mrs B Frayne, Community Member
- Mr B Keens, Community Member
- Ms S Craddock, Community Member (69/04/18)
- Chief Executive Officer and/or his nominated representative
- Councillor Dow, Deputy Council Member

MINUTES OF MUSEUM ADVISORY COMMITTEE MEETING
HELD IN SHIRE OF TOODYAY COUNCIL CHAMBERS ON 17 MAY 2018

Preface

When the CEO 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 incorporated into a separate attachment to these Minutes.

Unconfirmed Minutes

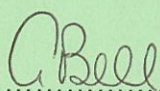
These minutes were approved for distribution on 21 May 2018.



Stan Scott
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on16/8/18.....

Signed:.....

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

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ATTACHMENTS with separate index follows Item 10.

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Shire of Toodyay

MUSEUM ADVISORY COMMITTEE MEETING

17 MAY 2018

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 4.05pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 RECORD OF ATTENDANCE

Members

Ms M Eberle	Museum Curator
Mrs J Edgecombe	Community Member
Mrs B Frayne	Community Member
Mr B Keens	Community Member
Mrs A Bell	Manager Community Development

Staff

Mrs C McGowan	Community Development PA
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2.2 APOLOGIES

Cr Welburn	Council Member
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3. DISCLOSURE OF INTERESTS

There were no disclosures of interest.

4. CONFIRMATION OF MINUTES

4.1 Museum Advisory Committee Meeting held on 15 February 2018

OFFICER'S RECOMMENDATION/MAC RESOLUTION NO 01/05/18

MOVED Mrs J. Edgecombe **SECONDED** Mrs M. Eberle

That the Unconfirmed Minutes of the Museum Advisory Committee Meeting held on 15 February 2018 be confirmed.

MOTION CARRIED

4.2 Matters arising from previous minutes

4.2.1 Map Cabinets

Mrs Eberle commented that two map cabinets have been donated to the Museum. The map cabinets kindly offered by Cr Welburn will no longer be required, due to lack of space. Mrs Eberle will follow up with a thankyou email to Cr Welburn and note that the Historical Society express an interest in the cabinets.

Action 1: Mrs Eberle to email Cr Welburn regarding the map cabinets offered to the Museum.

4.3 Review of MAC Status Report

4.3.1 Museum Strategy

Ms Bell comments that the Museum Strategy is out for public comment, closing on the 31 May. Advertising was placed in the Toodyay Herald, Shire of Toodyay website and Facebook page, Community Noticeboards, hard copies available at the Shire Admin, Library, Museum and Visitors Centre. Letters were also mailed to residents within 100m (of the middle of the precinct) to notify and request feedback or questions.

5. BUSINESS LEFT OVER FROM PREVIOUS MEETING (if adjourned)

Nil.

6. REPORTS OF OFFICERS

6.1 Current activities – Shire Museum and its collections
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Date of Report:	7 May 2018
File Reference:	HER5
Author:	M Eberle – Museum Curator, Cultural Heritage Officer
Responsible Officer:	A Bell - Manager Community Development
Attachments:	

PURPOSE

To provide information on current activities involving the Shire museums and its collections

BACKGROUND

This update follows on from a verbal report presented at the Museum Advisory Committee meeting in February 2018.

OFFICER COMMENT

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

Collections

- Transcriptions
 - farm diaries from the Newgain property dating from the years 1909, 1910, 1911 & 1920
- Documentation of approx. 30 railway maps (out of a collection of 50) from 1946 Standard Gauge survey in preparation for a proposal for their inclusion in museum collection.
- Existing shelving adapted for storage of artworks affixed to wall of archive room to further secure it. Shelving bolts tightened and additional nylon rope added to further support artworks being stored upright. Artworks

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which had been stored temporarily for seven months in the main workshop area have been wrapped and labelled prior to replacement in archive room.

- Shelf numbering in Archive Room adjusted to confirm with realignment of artefact placement in this area (to maximise storage room)

On site Newcastle Gaol

- Planning underway for resurfacing of Police Stables car park, work to be completed this financial year
- Visit to Toodyay by University of WA Architecture students who examined both Gaol & Mill sites as part of a field trip Saturday 17 March 2018
- 1907 lock-up weeded and tidied
- Paranormal Hunters night visit to Newcastle Gaol in April to measure and film paranormal activity

Onsite Connor's Mill

- Flanges added to belt cog to reduce slipping of belts driving milling machinery display

Promotion

- New Shire communication strategy has seen the creation of a Shire Facebook page with a number of subordinate group pages including a Toodyay Museums page. The existing Newcastle Gaol Museum page is in the process of being discontinued. Daily posts about the museum are now being shared on both the museum group page and the Shire's main Facebook page.
- Articles about museum and heritage subjects are included in the monthly Shire newsletter.
- Toodyay's Museums Exhibitions 2018 brochure posted to more than 70 Seniors and Tour groups with an additional number receiving the brochure via email. Exhibitions brochures sent to the Caravan and Camping Show and shared locally and posted to selected Tourist Information Centres

Displays

- Two new display cases installed in designated Children's cell - "Growing up in Toodyay" exhibition reconfigured.
- Display cases originally used in Children's cell relocated to Trades cell and Wicklow Shearing Shed
- New display in Trades cell – "Carpentry and Wheelwrighting Tools"
- Two small displays associated with wool installed in Wicklow Shearing Shed (in two display cases recently relocated there)
- Panels from the Remembering Them WW1 exhibition were re-installed in the Wicklow Shearing Shed in time for the Anzac Day Gunfire Breakfast. These panels will remain in place for a period of time, marking the centenary of the final year of WW1

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- Small display of blacksmithing artefacts relocated to the Police Stables
- Slide show about the Toodyay Convict Depot being developed. To be narrated by David de Vos and shown on a screen in the temporary exhibition room at the Newcastle Gaol Museum. As exhibitions change then the slide show will be updated.

Public programs

- The annual Anzac Day Gunfire Breakfast, catered by the Lions, held at the Wicklow Shearing Shed was once again well patronised

Museum Strategy

- Put out for public comment, copies for public access at Library, Visitors Centre & Newcastle Gaol as well as online

Ms Eberle commented that the Paranormal Hunters night visit to the Newcastle Gaol was filmed, however editing will take time. It is hoped there will be paranormal activity on this video, which can then be used as an advertising tool to attract a larger following of people who seek a paranormal/ghostly experience. This would be a great idea to develop and will be discussed further.

Ms Eberle also commented that there is a growing interest from visitors on the Toodyay lockup and the Gaol volunteers have been showing people through during the week. Museum Curator is the only one with a key, so this cannot be opened on the weekend.

Action 2:	Mrs Eberle to request that visitor numbers are tallied for the Toodyay Lock-up.
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6.2 Unaccessioned material – May 2018
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Date of Report:	9 May 2018
File Reference:	HER5
Author:	M. Eberle – Museum Curator, Cultural Heritage Officer
Responsible Officer:	A Bell - Manager Community Development
Attachments:	

PURPOSE

To consider for inclusion in the Museum's Collection the following material.

BACKGROUND

1. Item / item group 1

Collection of 35 historic photographs, many mounted on card. It is believed this collection was originally owned by Byron Lloyd and that the majority of the images are of Toodyay places and people. Some of the photos have inscriptions handwritten on the back naming some or all of the subjects, but many are currently unidentified.

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Albert Martin 1910



Unknown group of children

Offered to the collection by Mary Anderson who grew up in Toodyay, but is now living in Viveash, WA

2. Item / item group 2

Illuminated address presented to Bernard M Connor (Daniel Connor's son) in 1907 upon the occasion of his upcoming marriage and departure to Ireland. In a leather bound folder it was gifted by the Mayor, Councillors & residents of Newcastle, WA. It is lavishly illustrated with hand drawings, photographic images and signatures of prominent Newcastle residents of the period.



The Illumination has been stored in the museum workshop for some time, but has not so far been formally included in the museum collection. How it came to the museum is currently unknown.

3. Item / item group 3

Two silver pocket watches, circa late 19th century, which have been stored with the museum collection for some time, but have an unknown provenance.

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With handwritten inscription: S Davey.

Both were made by Perth watchmaker VE Nesbitt who was listed in the 1884 WA Almanac.

4. Item / item group 4

Collection of 29 photographs of Toodyay Shire Councillors taken approximately between 1994 and 2005.



The collection includes two photographs of the 2001-2002 Council & the circa 2003-2005 Council) and 27 individual portraits.

Councillors identified in the photographs include: SA Craddock, MH Kelly, AE Henshaw, GE Mills, Greg Downie, GS Melton, AJW Bolton, CA Mills, Stan Eastwood, Les Hoft, John Smart, Jennifer Scott, Geoff Ludermann, Tony Maddox, G Candoloro, GP Bairstow, B Davies, M. McGuinness, S Eldridge & JC Wroth

5. Item / item group 5

Toodyay licence plate, small T●37

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Has been stored with the museum collection for some time, unknown provenance.

6. Item / item group 6

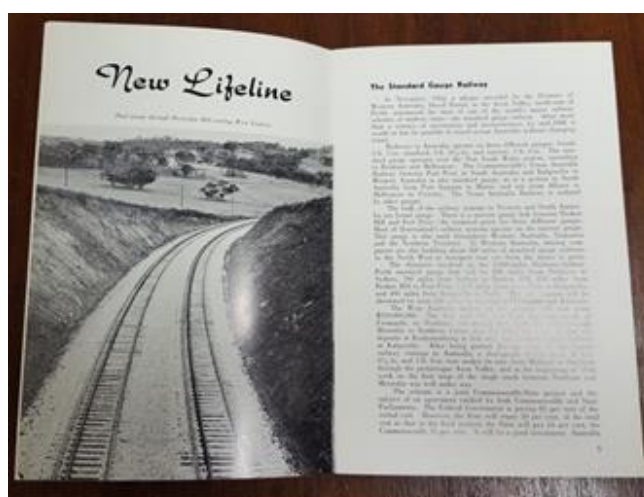
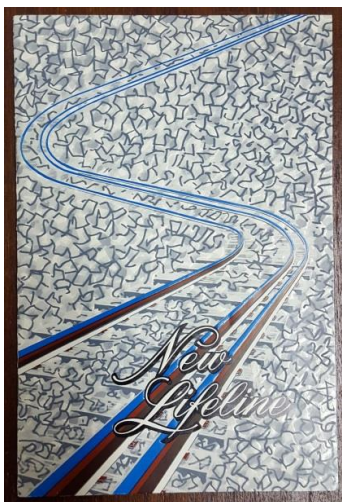
Metal plate, oval, two holes, inscription "HV McKay Massey Harris / Pty Ltd / Sunshine". Possibly dating from the 1950s.



Found in the Wicklow Shearing Shed, unknown provenance but assumed to have been either associated with the farming implements that had been stored there since the early 2000s or to have come across from the Wicklow property with the shed.

7. Item / item group 7

Booklet "New Lifeline" promoting the 1966 standard gauge railway project in Western Australia. Has been stored with the museum collection for some time.



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Photograph at the beginning of the text features the track at West Toodyay.
Toodyay is also mentioned elsewhere in the text.

8. Item / item group 8

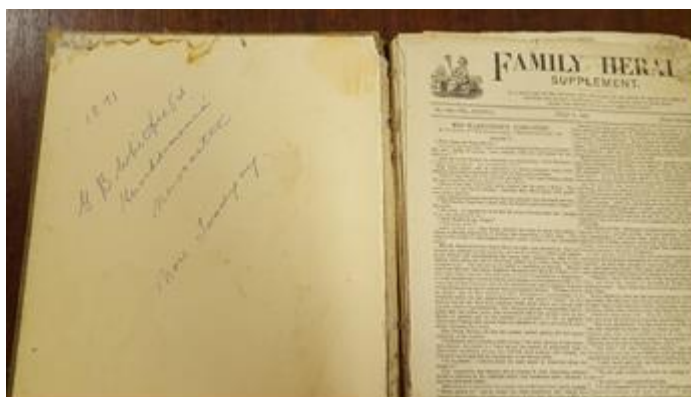
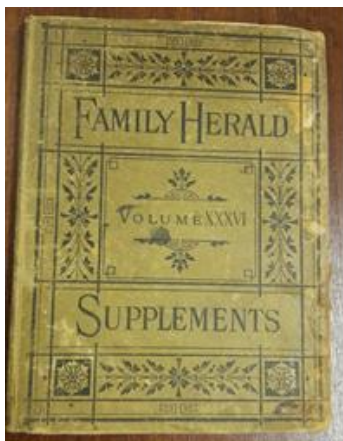
Nineteenth century photographic album with inscriptions EM Monger 1887 & EM Butterly 1904. All photographs have been removed. The cover is detached at the spine, many of the pages have come away from the binding.



Emma Maud Monger was the daughter of Charles Samuel Monger. She was born in 1868 and died in 1940. She married John Augustus Butterly in 1898.

9. Item / item group 9

Book, Family Herald Supplements Vol XXXVI



Inscribed GB Whitfield, Knockdominie, Newcastle 1891

10. Item / item group 10

Coins/medallion presumed to have been collected locally, partially documented in 2008.

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31 coins & 1 medallion

11. Item / item group 11

Crockery used at the Toodyay Sisters of Mercy site



Two bread and butter plates and one saucer marked with the Sisters of Mercy emblem. One jug with SA (St Aloysius) emblem. Offered to the museum collection by John Clarke.

OFFICER COMMENT

The two groups of photographs pertain to or have a Toodyay origin and are of manageable size and in a stable condition. They can be accommodated within the current storage capabilities in the museum workshop's archival room.

The Illuminated Address, the photographic album and the Family Herald Supplements book are associated with prominent people from Toodyay's past.

The New Lifeline booklet relates to the development of the Standard Gauge railway line through the Avon Valley which continues to have a major impact upon Toodyay.

The licence plate was issued in Toodyay and the crockery was used at an important local site.

The coins are assumed to have been collected locally and are representative of what would have been in circulation locally in the nineteenth and twentieth

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centuries. The decision to commence documentation in 2008 reflects a previous intention to include them in the museum collection.

The two silver pocket watches were manufactured by a Perth watchmaker and match similar themed artefacts already in the collection. While their specific provenance is unknown they are representative of the type of timepieces used at Toodyay a century ago.

The McKay Massey Harris identification plate was found amongst material in the Wicklow Shearing Shed and it is assumed it was once attached to an implement used in the Toodyay area.

All of the above artefacts relate to theme 1.1.2 in the Collections Policy: "Those objects that document or relate to the exploration and settlement of the Shire of Toodyay."

OFFICER'S RECOMMENDATION

The Museum Advisory Committee recommends to Council the following:

That Council:

1. Authorise the CEO to accession as part of the museum collection a group of 35 historic photographs with associations to Toodyay, a 1907 Illuminated Address produced for BM Connor, two silver fob watches, a collection of 29 photographs of Toodyay Shire Councillors from 1994-2005, Toodyay licence plate T●37, McKay Massey Harris Sunshine metal identification plate, "New Lifeline" booklet, 19th century photographic album owned by EM Butterly, Family Herald Supplements book owned by GB Whitfield, a group of 31 coins and one medallion and four pieces of crockery associated with the Toodyay Sisters of Mercy.

OFFICER'S RECOMMENDATION/MAC RESOLUTION NO 02/05/18

MOVED: Mrs J. Edgecombe **SECONDER:** Mr B Keens

The Museum Advisory Committee recommends to Council the following:

That Council:

Authorise the CEO to accession as part of the museum collection a group of 35 historic photographs with associations to Toodyay, a 1907 Illuminated Address produced for BM Connor, two silver fob watches, a collection of 29 photographs of Toodyay Shire Councillors from 1994-2005, Toodyay licence plate T●37, McKay Massey Harris Sunshine metal identification plate, "New Lifeline" booklet, 19th century photographic album owned by EM Butterly, Family Herald Supplements book owned by GB Whitfield, a group of 31 coins and one medallion and four pieces of crockery associated with the Toodyay Sisters of Mercy.

MOTION CARRIED

7. REPORTS OF COMMITTEE MEMBERS

7.1 J. Edgecombe

Mrs Edgecombe commented that the Historical Society are very busy with information/research enquiries.

Mrs Edgecombe also queried the progress of the 'Toodyay Bus Crash' plaque unveiling as she has received several enquiries from the families. They are very eager for this to happen to commemorate this event. Mrs Edgecombe also enquired if the original plaque that was removed from the railway station can also be incorporated as this has huge historical significance.

Action 3:	Mrs Eberle to photograph the original bus crash plaque (from railway station) and forward to MWS to incorporate into the Toodyay bus crash commemorative garden
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7.2 B. Keens

Mr Keens suggested that there needs to be signage out the front Connors Mill stating that it is indeed a museum. Ms Eberle commented that there used to be when the Visitors Centre ran out of the Mill, however all signage was taken down after the Visitors Centre moved. Committee members agree that signage on the main street (out the front of Connors Mill) would be useful to increase visitors.

Action 4:	Mrs Eberle/Ms Bell to discuss 'Museum' signage for Connors Mill
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7.3 B. Frayne

Mrs Frayne commented she is still working on the Convict Database.

8. NEW BUSINESS OF AN URGENT NATURE

No business of an urgent nature.

9. NEXT MEETING

The next Museum Advisory Committee Meeting is scheduled for 16 August 2018, commencing at 4.00pm.

10. CLOSURE OF MEETING

The Chairperson declared the meeting closed at 5.40pm.

Attachments to Minutes

Museum Advisory Committee

Thursday 17 May 2018

CONFIRMATION OF MINUTES

4.3 Updated Status Report

1



STATUS REPORT Museum Advisory Committee

Including Recommendations made to Council, Action List and Completed items

Recommendations made to Council					
Meeting Date	Item	Title/Description of Item	Resp. Officer	Proposed / Notes / Actions to be taken	Deadline/Comment
17 August 2017	8.3	Strategic Planning, review of Policy 0.3 Museum Interpretation and Exhibition	A. Bell	1. Recommends that Council endorses the update of Policy 0.3 Museum Interpretation and Exhibition; and 2. Notes that an extensive review of policies is underway and the policy may not be considered immediately. (07/05/17)	Placed onto the Committee Meeting Status Report for time being, pending review.

ACTION LIST					
Meeting Date	Item	Title/Description of Item	Resp. Officer	Status / Action / Notes or Comment	
16 Nov 2017	7.1	Update on Museum Strategy	A. Bell	That the MS will be brought back to the MAC Meeting on 15 February 2018. *Museum Strategy taken to Council now out for public comment until 31 May.	
17 May 2018	4.2.1	Map Cabinets	M. Eberle	Mrs Eberle to email Cr Welburn regarding the map cabinets offered to the Museum.	
	6.1	Toodyay Lockup visitor numbers	M. Eberle	Mrs Eberle to request that visitor numbers are tallied for the Toodyay Lock-up.	
	7.1	Bus crash original plaque from school	M. Eberle	Mrs Eberle to photograph the original bus crash plaque (from railway station) and forward to MWS to incorporate into the Toodyay bus crash commemorative garden	
	7.2	Museum signage for Connors Mill	M. Eberle/A. Bell	Mrs Eberle/Ms Bell to discuss 'Museum' signage for Connors Mill	

COMPLETED RECOMMENDATIONS THAT HAVE GONE TO COUNCIL (and ACTIONS Completed)					
Meeting Date	Item	Title/Description of Item	Resp. Officer	Status / Action / Notes	RESOLUTION NO.