



Museum Advisory Committee Meeting

Section 5.8 of the *Local Government Act 1995*

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.

26 August 2021

Minutes

To: Museum Advisory Committee Members and Councillors

Here within the Minutes of the Museum Advisory Committee Meeting of the Shire of Toodyay held on the abovementioned date in the Council Chambers at the Shire of Toodyay, 15 Fiennes Street, Toodyay.


Suzie Haslehurst
CHIEF EXECUTIVE OFFICER

Membership Composition	
Council Representation - Primary	Cr Pearce and Cr Hart
Council Representation - Deputy	Cr McKeown
Community Representation	J Edgecombe, B Frayne (Chair), and B Keens.
Shire Officer Representation	Manager Corporate & Community Services Economic Development Coordinator Museum Curator / Cultural Heritage Officer

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 30 August 2021.



Suzie Haslehurst
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 25 Nov 2021

Signed: Phil D. Hart

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 11.*

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson, B Frayne, declared the meeting open at 4.00pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 RECORD OF ATTENDANCE

Members

Mrs B Frayne Chairperson/Community Representative

Mrs J Edgecombe Community Member

Cr P Hart Councillor

Mr B Keens Community Representative

Staff

Miss M Ross Economic Development Coordinator

Mrs T Bateman Manager Corporate & Community Services

Mrs M Rebane Executive Assistant

2.2 APOLOGIES

Mrs M Eberle Museum Curator / Cultural Heritage Officer

3. DISCLOSURE OF INTERESTS

There were no disclosures of interest.

4. CONFIRMATION OF MINUTES

4.1 Minutes of Meeting held on 27 May 2021.

OFFICER'S RECOMMENDATION/MAC RES. NO. 05/08/21

MOVED B Keens

That the Unconfirmed Minutes of the Museum Advisory Committee Meeting held on 27 May 2021 be confirmed.

MOTION CARRIED 4/0

5. INFORMATION ADDITIONAL TO THE AGENDA

5.1 Review of Museum Advisory Committee Status Report

The report was reviewed.

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

Nil.

7. OFFICER REPORTS

7.1 Current Activities – Shire Museum and its Collections

Date of Report:	2 August 2021
File Reference:	COC4
Author:	M Eberle – Museum Curator, Cultural Heritage Officer
Responsible Officer:	M Ross – Economic Development Officer
Attachments:	Objects 2020.201 – 2021.53

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 May 2021.

OFFICER COMMENT

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

Collections

- Transcriptions
 - New Norcia Police Occurrence Book 1878 – checking of first draft is continuing by volunteer at home. Ongoing, about half of draft has now been completed.
 - Newcastle Police Station Charge Book 1898-1903 – updating and expanding an earlier partial transcription is ongoing. Up to February 1902 completed. Ledger record concludes April 1903)
- Data about the museum collection continues to be uploaded to the online platform Collections WA.
 - 1,011 records now shared (around a third of the collection).
 - Different classifications have been identified to categorize our collection items to make searching online easier
 - Ten articles, using photographs from our collection, have been created about the changes that have happened in the Toodyay community over the last century.
- New donations to the museum collection include
 - A group of photographic portraits of the Lloyd family of Calbaline

- Sunday School certificates and prizes assoc. Barbara Sinclair
- Sinclair Store accounts ledger 1935-42
- Accessioning has been continuing of smaller items which, for the most part, have been stored for a long time with the museum collections but not included in the database. This project has been ongoing as reported in the June 2020 Museum Advisory Committee's verbal report by the curator. See attached list of additional items added to the collection. (Objects 2020.201 – 2021.53)

On site Newcastle Gaol precinct

- Relocation of collection items around the gaol precinct has been undertaken to further facilitate documentation and photography. The 1907 lock-up, with stand-alone shelving installed, has now been utilized as an official storage area (with multiple precise shelving locations allocated) on our museum database.
- Small size object boxes have been labelled in the museum workshop to indicate, at a glance, what is being stored inside. Updates of storage locations on the museum database is ongoing.

Connor's Mill

- Nil.

Promotion

- Articles about the museum, activities and heritage subjects were included in the Shire newsletter and in the Shire page of the July Toodyay Herald.
- The Toodyay Herald continues to publish photographs from the Shire Collection on page 4
- The ToodyayMuseums Facebook group continues to promote the activities of the museum to those who have joined.
- Destination Perth's 'Two for One' offer of entry to our two museums has been promoted from July
- Toodyay Ambassadors promotion. Free entry and shingle for Toodyay residents.
- Volunteer's shingle fundraising work continues to be very successful. Shingles and shingle craft items are being sold at the Newcastle Gaol and at the Visitors Centre. Pallets of shingles are being wrapped in preparation for being moved off the old works depot site.
- Wikimania 2021: our museums were invited to be a part of the annual world conference (fully digital this year) August 12 – 17. A film crew visited both Connor's Mill and the Newcastle Gaol and interviewed the curator.

Public programs / public engagement

- July school holidays craft activity at the Gaol on Sundays & Mondays – Peg Dollies and a treasure hunt

Displays

- A metal information plaque, stored at the museum workshop for years and now on display in our Families exhibition, is being proposed for incorporation in a memorial to Alma Beard – to be constructed by the RSL next to the Alma Beard Medical Centre (provisional on the RSL receiving funding for the project)
- Working with Helen Shanks and the Noongar Kaartdijin Aboriginal Corporation (NKAC) towards a grant application to Lotterywest for an interpretive project at the Newcastle Gaol Museum site - “Gnulla Karnany Waangkiny (Our Truth Telling)”. If successful this will introduce permanent displays in the gaol about Noongar Daily Life, Dark History & Noongar Elders 20th century stories. The project will be led by NKAC and will sit within the aspirations of the Shire of Toodyay’s Reconciliation Action Plan, launched in June 2021.

OFFICER’S RECOMMENDATION

The Museum Advisory Committee recommends to Council the following:

That Council receives the Museum update report on Current Activities – Shire Museum and its Collections.

M Ross provided an overview in relation to the content of the Museum Curator’s report.

B Frayne read out additional information provided by the Museum Curator as follows:

This is just a brief update to fill in what has happened at the museums since 2 August 2021:

- *Volunteers stepped up to manage, for the most part, the opening and closing of the gaol museum for the time I was away. Very much appreciated and I’d like to thank them again within this forum.*
- *Volunteer fund-raising has enabled an urn to be purchased for use at the museum sites for community events. Additional storage boxes for use in the storage cell at the museum are also being purchased by volunteers.*
- *Thanks to Michelle and Geoff for making supports to store our recent donation of framed photographic portraits of the Lloyd family of Calbaline. The glass covers for some of these photographs are extremely delicate.*
- *Visitor numbers are increasing as we head into the wildflower season.*

- *Another volunteer, Sheena Hesse, will be assuming a front of house role at the gaol museum on Fridays. Sheena is a very experienced archivist who has recently retired. She is also a former volunteer at the museum from 15-20 years ago.*
- *We are really pleased to have as a regular volunteer at the goal Bec, an intellectually disabled member of our community. Bec is accompanied by a support worker and they remain at the museum until lunch time. They ensure our museum is opened up, they welcome visitors to the museum and collect entrance fees and undertake light cleaning. We all enjoy having her as a part of our team.*
- *As a direct result of our involvement with Wikimania 2021 it appears we have had 19 people from all over the world join our Toodyay Museums Facebook group page and following our daily activities.*
- *A home-schooling group visited both museums recently and had a wonderful time. Thanks to Barry for helping on the day.*
- *A large collection of documents relating to the business of WC Ellery, Toodyay butcher 1947-50 is being formally included in the museum collection after being partially documented and stored for many years at the museum workshop. Thanks Barry for tackling this project.*

OFFICER'S RECOMMENDATION/MAC RES. NO. 06/08/21

MOVED J Edgecombe

The Museum Advisory Committee recommends to Council the following:

That Council receives the Museum update report on current activities – Shire Museum and its Collections, as contained in the Officer's Report.

MOTION CARRIED 4/0

8. NOTICE OF BUSINESS FOR NEXT MEETING

Project: Developing a virtual portrait gallery of all Councillors on the boards in the Chambers area.

9. NEW BUSINESS OF AN URGENT NATURE

Nil

10. NEXT MEETING

The next meeting of the Museum Advisory Committee is scheduled to be held on 26 November 2021 commencing at 4.00pm.

11. CLOSURE OF MEETING

The Chairperson closed the meeting at 4.30pm.

Attachments to Minutes

Museum Advisory Committee

26 Aug 2021

ADDITIONAL INFORMATION

5.1 Updated Museum Advisory Committee Status Report	1
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OFFICER REPORTS

7.1 Current Activities – Shire Museum and its Collections	2
Copy of Objects List	2

MAC STATUS REPORT

Museum Advisory Committee

Supporting Officer
Manager Corporate & Community Services



Meeting Date	Purpose	Recommendation and/ or Resolution	Target date for completion	Actioned by	Completion Date	Meeting Commentary
17/12/2020	7.1 Officer's Report - Current activities – Shire Museum and its collections	The Museum Advisory Committee recommends to Council the following: That Council consider options in their 2021/2022 Annual Budget deliberations to increase appropriate storage areas for Museum artefacts; in particular, large objects.	ASAP	M Ross	Manager Reviewed but the proposal not put forward to Council	In approximately 12 months' time this may be able to be discussed and planned for.
26/08/2021	7.1 Officer's Report - Current activities – Shire Museum and its collections	The Museum Advisory Committee recommends to Council the following: That Council receives the Museum update report on current activities – Shire Museum and its Collections, as contained in the Officer's Report.	ASAP	M Ross	Part of September OCM	N/A

Year	Number	Name
2020	237	CD OF INTERVIEW WITH ANITA THURMAN
2020	201	TOOL. HAMMER/SPANNER
2020	202	TOOL. SPANNER HAND FORGED
2020	203	TOOL, STRIPPING KNIFE
2020	204	GATE LATCH
2020	205	BRACKET CLAMP FOR TUBE OR PIPE
2020	206	ROPE HOLDER
2020	207	INSTRUCTIONAL BANDAGE.
2020	208	LINKAGE FOR AGRICULTURAL USE
2020	209	FORGED IRON BAR
2020	210	HOOK AND EYE LARGE
2020	211	TOODYAY DOG TAG
2020	212	ABORIGINAL GRINDING STONE
2020	213	WOODEN STEP LADDER
2020	214	TOODYAY RACE CLUB TICKET
2020	215	CD COMPACT DISC PHOTOGRAPHS TOODYAY DAYS 1947-1953
2020	216	TOODYAY RACE CLUB SOUVENIR BOOKLET 1949
2020	217	TOODYAY RACE CLUB BOOKLET 1950
2020	218	TOODYAY RACE CLUB BOOKLET 1956
2020	218	TOODYAY RACE CLUB BOOKLETS SEPT 1956 AND BETTING SLIP
2020	219	GREGSON FAMILY NEWSPAPER CUTTINGS (COPIES)
2020	220	TOODYAY CRICKET TEAM
2020	221	TOODYAY CRICKET TEAM
2020	222	CENTENARY OF TOODYAY OLD IDENTITIES
2020	223	TOODYAY TOURIST CENTRE LETTERS TO R GARVEY
2020	225	TIDY TOWNS 2016 SOUVENIR BAG
2020	226	MIDWIVES CASE REGISTER MARTHA CHITTY
2020	227	NOTIFICATION OF CASES ATTENDED MARTHA CHITTY
2020	228	MIDWIVES CASE REGISTER MARTHA CHITTY
2020	229	NOTIFICATION OF CASES ATTENDED MARTHA CHITTY
2020	230	MIDWIVES REGISTRATION BOARD REGISTRATION BOOKS
2020	231	MALE BIRTH REGISTRATION PAPER THOMAS CHITTY
2020	232	BEE KEEPING WITH COOK FAMILY
2020	233	INTERVIEWS WITH DR. PATERSON

Year	Number	Name
2020	234	INTERVIEW WITH BARRY LEE AND MAX CHITTY ON SHEARING
2020	235	VHS TAPE BY SUE SIMMS TOODYAY VISITOR CENTRE
2020	243	AVON CITYLINK PROPOSAL
2020	244	PHOTO ALBUM: MILL DISPLAYS OTHER CENTRES
2020	245	TOURISM DISPLAY IN SHED, DWELLINGUP?
2020	246	TOODYAY TOURIST CENTRE ROYAL SHOW DISPLAY
2020	236	AUDIO TAPE INTERVIEW WITH ANITA THURMAN
2020	238	AUDIO TAPE. PENSIONER GUARD SENTRY AT NEWCASTLE GAOL
2020	239	CD RECORDING PENSIONER GUARD(SENTRY)
2020	240	DVD.TOODYAY PROMOTION HELD IN MEMORIAL HALL
2020	241	ORAL HISTORIES AS MP3 FILES.COMPILED
2020	242	LADIES SKIRT LIFTER AND CLASP
2020	382	LACE COLLAR
2020	421	TOODYAY SHIRE COUNCIL 1985-1986
2021	32	PHOTOGRAPH WILLIAM BRITT
2020	383	INVOICE GEO HAYMES THE WENDOUREE BAKERY
2020	384	LETTER FROM IAN EDGAR RE CAIRN
2020	385	RECEIPT FROM ST ANDREWS GOLF CLUB
2020	386	TREK DIARY 1986 AND BOOKLET PAM MASTERS
2020	387	TOODYAY OLD GAOL BUMPER STICKER
2020	388	150TH COLONIAL BALL TOODYAY TICKET AND PROGRAMME
2020	247	TOURISM MARQUEE DISPLAY
2020	404	WOOL BALES
2020	405	CHEQUE BOOK BANK OF NSW TOODYAY
2020	406	BANK BOOK THE WESTERN AUSTRALIAN BANK
2020	407	RATE NOTICE TOODYAY SHIRE
2020	408	TOODYAY SOUVENIR MAY 1927
2020	409	HOLIDAY STOPOVER AVON VALLEY SUPPLEMENT
2020	410	POSTER STARLIGHT CONCERT 1991
2020	411	TOODYAY DIRECTORY 2010
2020	412	ADZE
2020	413	SPOKESHAVE
2020	414	ROLLER SKATE PART
2020	415	FRUIT BOX STENCILS

Year	Number	Name
2020	248	ANVIL COTTAGE WROUGHT IRON DISPLAY
2020	249	TOODYAY SHIRE OPEN DAY 1999
2020	250	TOURIST BUREAU, CAPE NATURALISTE TOURISM ASSOCIATION SET
2020	400	PHOTOGRAPHS MOUNTED TROOPS ALH
2020	401	POSTCARD PHOTO OF TOODYAY RAILWAY STATION C1912
2020	402	GREETINGS CARD NEWCASTLE
2020	403	POSTCARD KIND THOUGHTS
2020	251	TOODYAY TOURIST CENTRE OFFICE IN CONNOR'S MILL 1998
2020	394	BOOK LITTLE WOMEN
2020	395	PRAYER AND HYMN BOOK
2020	396	BOOK. ADVENTURES IN NEW GUINEA
2020	397	BOOK. THE LOST CHORD
2020	398	BOOK. HOME NURSING
2020	399	BOOK. FIRST AID TO THE INJURED
2020	416	GIRL GUIDE BELT, BROWNIE SCARF AND BADGE
2020	417	MERCANTILE FOOTBALL TEAM 1930S
2020	418	GIRL GUIDES ENROLLMENT CARD
2020	419	GIRL GUIDE NURSE CERTIFICATE
2020	389	HAT GIRL GUIDES BLUE
2020	390	GIRL GUIDE STARS 3
2020	391	GIRL GUIDE BELT WITH KNIFE AND WHISTLE
2020	392	GIRL GUIDE BADGES 7
2020	393	GIRL GUIDE SCARF WITH BADGE
2020	420	ST JOHNS AMBULANCE CERTIFICATE
2020	422	TOODYAY SHIRE COUNCIL 1986-1987
2020	423	TOODYAY SHIRE COUNCIL 1987-1988
2020	424	3 PHOTOGRAPHS ATTACHED TO A METAL PLATE
2020	252	TOODYAY TOURIST CENTRE FRONT COUNTER IN CONNOR'S MILL
2021	33	PHOTOGRAPH ALFRED CHARLES COOK AND 2 OTHERS
2020	425	FRAMED DEDICATION H R EWELS
2020	426	GOLD NUGGET
2020	427	WINDLASS
2020	428	DATUM PEG
2020	429	TOBACCO STORAGE JAR

Year	Number	Name
2020	430	HURRICANE LAMP
2020	431	MEAT GRINDER
2020	432	MEAT BALANCE BEAM SCALES
2020	434	TRIPOD
2020	433	DESSERT BOWL TOODYAY
2020	435	CORKSCREW
2020	436	GOVERNOR'S MEDALLION WA
2020	437	SHOE TREE
2020	438	REBATE PLANE
2020	439	INVITATION 1901 VISIT OF DUKE AND DUCHESS OF CORNWALL AND YORK
2020	440	POEM JUBILEE YEAR 1897 TO MR & MRS SAMUEL POLE PHILLIPS OF CULHAM
2020	441	SCORE AND WORDS TO AVON VALLEY MOON
2020	442	DANCE CARD NORTHAM 1933
2020	443	LETTER GLORIA LLOYD TO GEORGE SYRED
2020	444	FAMILY REGISTER EDMUND VEALL AND AMY SMITH
2020	445	INVITATION OPENING OGM 1962 DRAFT
2020	446	INVITATION OPENING OGM 1962
2020	447	LETTERS OF ACCEPTANCE TO THE OPENING OF THE OLD GAOL MUSEUM, 7 OCTOBER 1962
2020	448	PAMPHLET OGM DETAILS POST 1983
2020	449	RSL TOODYAY STUBBY HOLDERS
2021	1	CENTENARY BANNER W A LOCAL GOVERNMENT 1971
2021	2	FRAMED PHOTO OF MAN ON HORSE IN UNIFORM
2021	3	ARMY 76MM CARTRIDGE STORAGE BOX
2021	4	POOL KEROSENE CAN AND NOZZLE
2021	5	LARGE CHEST
2021	6	CRUTCH
2021	7	SYLVIA STRETCHER
2021	8	STORAGE BOX NEWCASTLE MUNICIPAL COUNCIL
2021	9	CHAIRS. 2 SWIVEL
2021	10	HUDSON'S SOAP BOX
2021	11	20 BLACKSMITH TOOLS
2021	12	WOODEN BOX
2021	13	SHOE TREES
2021	14	HOOK

Year	Number	Name
2021	15	BULLETS
2021	16	WINDING HANDLE
2021	17	WINDING HANDLE
2021	18	IRON, COLLAR
2021	19	CANDLE HOLDER
2021	20	COFFEE GRINDER
2021	21	SHEARS. TAILORING OR UPHOLSTERY SCISSORS
2021	22	OIL JUG/JAR
2021	23	JELLY MOULDS X 2
2021	24	PROGRAMME 159TH ANNIVERSARY TOODYAY SHOW
2021	25	INVITATION & MENU LUNCHEON SIR JOHN FORREST
2021	26	LEAFLET OLD GAOL MUSEUM
2021	27	BOX LAUREL KEROSENE
2021	28	HARVESTING HORSE AND HARVESTER
2021	29	PLOUGHING WITH TRACTOR
2021	30	A COOK GENERAL STORE
2021	31	PHOTO OF ALBERT MARTIN
2021	34	PHOTOGRAPH OF EMILY AND BERT ON WEDDING DAY
2021	35	PHOTOGRAPH OF JANE ??
2021	37	BOOK HELP TO WORSHIP
2021	38	BOOK OF COMMON PRAYER HYMNS A & M
2021	39	BOOK OF COMMON PRAYER
2021	40	BAPTISM AND CONFIRMATION CERTIFICATES
2021	41	STAMP ALBUM SUNDAY SCHOOL
2021	42	THE SUNDAY STAMP ALBUM 5 BOOKS
2021	43	ST JOHNS FIRST AID BOOK
2021	44	GIRL GUIDE BADGE
2021	45	JUNIOR FARMERS FEDERATION BADGE
2021	46	GIRL GUIDE TENDERFOOT TEST CARD
2021	47	JOLLY STORIES
2021	48	BOOK SALLY TRAVELS TO SCHOOL
2021	49	A WONDER BOOK
2021	50	BOOK HURLY-BURLY OR AFTER A STORM COMES A CALM
2021	51	BOOK LITTLE MISS VANITY

Year	Number	Name
2021	52	PATHWAY TO ROMANCE
2021	53	BOOK PAM AND BILLY
2021	36	LEDGER SINCLAIR STORES