

# **Liskeard and District Museum**

**Museum Management Meeting – 29<sup>th</sup> July 2019**

**Those present: K Partington (Museum Coordinator), K Charman (Volunteer)**

**Apologies: Cllr S. Cassidy, Jayne Buchanan, Stephanie Meads**

1.0 Previous Meeting minutes agreed

2.0 Coordinator Report

- 2.1 The number of volunteers has dropped again. The best way to recruit is through current volunteer networking. However, we seem to be working with the same groups or individuals and need to find a way in to a fresh area. We have had interest from young individuals (16yrs) but they will still require supervision. University age individuals usually live a fair distance away which will incur a cost to the budget for travel expenses.
- 2.2 Visitor numbers are at a good level compared to previous years. Monitoring report supplied.
- 2.3 Social Media following is still increasing. More content is required.
- 2.4 Budget figures were provided to end of June in a new format. KP to investigate a report showing museum donations and reserve fund.
- 2.5 Donations report was noted. More information needs to be provided detailing current projects and targets to encourage and inform donations.

3.0 Policies & Plans

- 3.1 The proposed Forward Plan was agreed by those present and will require agreement from the 3<sup>rd</sup> Management Team member before recommending to C&E
- 3.2 There are some other key documents that will also need to be agreed before going to C&E in September. This can be done by e-mail

4.0 Acquisitions

- 4.1 Accession meeting minutes for 18<sup>th</sup>, 25<sup>th</sup> & 28<sup>th</sup> June, also 23<sup>rd</sup> July were noted & accepted.
- 4.2 There have been no disposals at this time

5.0 Other business

- 5.1 A total of three more environmental monitors are required to monitor all the areas in the museum, the Guildhall storage and the Public Hall entrance/stairs area where the stocks are situated. The stocks may soon be returned so a monitor will not be purchased for this area but intermittent monitoring could take place. The other two monitors will come from the donations reserve.
- 5.2 The museum has had a request to publish some John Rapson photographs on a Facebook page highlighting the history of Liskeard. KP & KC agreed that the photographs (which have been purchased on line) can be published with acknowledgement to John Rapson and agreement of Liskeard & District Museum. The issue is more of the seller who is breaching copyright. KP to speak to owner of the Facebook page.

Next meeting to be arranged.