

Liskeard and District Museum Report

Summary of Museum Management Meeting – Thursday, 11th January, 2018 2:15pm and Friday 23rd February at 10:30 am

Prepared by Jayne Buchanan 26/02/2018

Budget & Finances

Current spend is within budget with the exception of the Volunteer Expenses which is predicted overspend for 2017-18. Those present at the meetings discussed the need to reduce the volunteer expense cost that is predominantly due to travel costs to the museum by volunteers who are outside the district. While we do not want volunteers to be out of pocket, the concern is that we cannot continue with a known overspend. This could also prevent us from increasing volunteer numbers.

- Various options were discussed, such as reducing the number of days a volunteer can claim, setting a limit amount a volunteer can claim in a month, a day, or reducing the amount per mile available to claim.
- It was noted that the National Trust have a limit the amount which can be claimed (equivalent to around 13 mile round trip). The Royal Cornwall Museum set a limit of £10 per day. Stephanie Meads reported that at many museums most museum volunteers don't claim unless going on training.

The update to the policy has not been finalised.

The budget for 2018/2019 has been agreed.

Notes from this:

- Museum Reserves to be spent by April 2019 – around £3k remaining
- Museum Receipts for 2017/2018 will be used for buying stock next year– aim for sustainability in the shop.
- Museum Donations will be used for community engagement and education projects.
- The post for a Museum Coordinator has been advertised. Fixed term one year, 18 hours per week. Stephanie Meads has worked on the job description with the Jayne and Yvette. Other volunteers have had opportunity to review and feedback into the description.
- Shortlisting 7th March, interviews 13th March.

Museum Management/Administration Matters/Collection management

Nothing to report

New Displays for 2018 Exhibition

The museum is now open for the 2018 season thanks to the hard work of the museum volunteer team. The short title for the exhibition is "In Sickness and In Health" (2 year run).

- The museum is pleased to host an exhibition of medical equipment from Rosedean Surgery, with great thanks to Dr Tony Piper. This exciting exhibition links to the development of medical practices in the Liskeard area and to the GCSE curriculum that has a section of the history of medicine.
- The focus on health is linked in other areas of the museum, such as in the Minerals and Mining section where the illnesses and accidents experienced by the mining community are explored. The museum also has a new photography slideshow in this room.
- The First Floor features other local stories of local people and their impact on the health and wellbeing of the community. From Gladys Hitchins and her school of dance, to Dorothy Foster and Emily Hobhouse, the Women's Institute and the St John Ambulance.
- A soft launch of the augmented reality is in place in the toy exhibition, with thanks to Hella, Phil Chapman and local company Studio Wallop. We have 3 active point on the ground floor

with another 7 being currently worked on. These will be on the other floors of the museum and will go live at our official launch at Easter.

Visitor Numbers

The museum opened on Monday 12th February (School Half Term)

The first week saw visitor numbers of 166. This compares to 2017 for the same week of 280.

Note:

- Last year we ran a children's activity in the half term which was very popular (75 in one day)
- The museum was closed on the Saturday due to sickness/no coverage in TIC. So no visitors on that day.

The second week had visitor numbers close to last year (but still slightly down).

Volunteer update

Hella Tovar has informed the museum that she will no-longer be able to volunteer at the museum from March due to other commitments. Hella has been a valuable member of the volunteer team for a number of years, putting in much time and energy. She has been important in linking different people in the community together to provide exceptional exhibitions, and her drive and commitment to the museum will be very much missed.

Work is ongoing to hand over her roles to other volunteers although this may be mitigated by the Museum Coordinator.

We have one new volunteer in February, who is to focus on Deaccessioning.

Volunteers Katherine and Richard from Plymouth University have been working with Keith on stock-taking activities.

Brian has agreed to do museum walks again this year as they have proved very popular. We are hoping to hold the museum talks at the Town Hall this year. They were so popular in 2017 we sometimes had to turn people away when held at the museum.

Family History

Frances informed the team that there had been no new requests. Jayne asked if it would be possible to request consent for use of any good stories for publicity. Might be good for inclusion in the new Liskeard Magazine.

Any Other Business

Jayne has been in discussion with the Cultivator project, applying for additional funding for Social Media consultation.

Frances has been working on providing information on the St Cleer Stocks which are to be loaned for display in the Town Hall. Project ongoing, seems to be complicated by questions on insurance.

Action: contact Architectural Salvage / auctioneers to get approx. value.

Dave mentioned that CCCTV to be installed in the Jeanne Reese room, to be on all the time the museum is open. Also, volunteers should just check in with TIC staff during the day. Volunteers discussed whether a call button could be installed for TIC to call volunteers if they are feeling vulnerable.

It was also noted that although we have a rota there might be instances when there are no volunteers in the museum for opening. Jayne to speak with Vicky to see if TIC are able to open in this event.

Check last entry is 30 minutes before closing is made clear.

Dave Ambler requested that someone from the Museum team attends the Town Forum meetings. He went on to thank everyone for all their work in the museum.