

Report to Communications and Engagement Committee 03/07/18 (prepared 21/06/18)

Update on previous items

Quotes have been obtained for the glass sign conservation

There will be a fresh audit of the outside store

An additional temp/humidity monitor is required as one has gone missing (it is thought) following decoration in the Henry Rice Room.

It was agreed to dispose of remaining deaccessioned clothing to charity as all other avenues have been exhausted.

Finance

There is no current budget report available

Management and Administration

A core group Management Team is proposed within a new structure at the Museum consisting 5 members. One councillor, the Museum Coordinator, the Museum Mentor and 2 volunteers who will be nominated or volunteer for the role. Refer terms of reference and Museum Core Group Draft

The volunteer expenses policy is being drafted and will be considered when the new Management Team is in place.

The aims and objectives from the draft Forward Plan (which will be considered by the new Management Team and referred to C&E committee for agreement) are being monitored using a traffic light system to demonstrate progress.

The National Accreditation process is likely to begin again (after review) from September 2018. The museum expects to be notified when the process is due.

The museum has a number of work experience students due in July. A program of work and supervision has been prepared.

Museum promotional leaflets have been distributed to tourist sites.

It was decided not to renew membership of Cornwall Association of Local Historians as this is more appropriate for individuals.

The donations box is being monitored and emptied as required. There has to be a balance to leave some money / notes to encourage further donation and security. We will also investigate the possibility of online donations through the website.

Collections

A project group has been set up to manage the donation of John Rapson photographs, negatives and text. A project Plan has been produced. Costs to be identified and the possibility of grant funding to be investigated.

The Enlightened Eye display is not functioning properly. The conditions of loan and sponsorship are to be investigated before we can recommend what to do with it.

We have a quote for a museum standard temporary display cabinet to display loaned items as quickly as possible after they come in to the museum. If there is no grant funding available we may consider using the donations money to fund it.

Phil Chapman was interviewed by BBC Spotlight about his Toy Collection at the museum. The item highlighted the museum and the augmented reality.

Audio Visual

Visitors need to be encouraged and helped to use the Zap Application to access the augmented reality. This is where 'meet and Greet' volunteers would be of help.

More sounds could be introduced to the museum to create a welcoming atmosphere and enhance the exhibitions such as a welcome from the town crier, the sound of children playing in the Toy Exhibition, movement activated gun shot for the 'golden gun'. We may have a volunteer to help with this.

Oral history interviews could be recorded and held digitally to preserve memories. We could recruit volunteers specifically for the project.

Family History

This is the area most affected by GDPR. The museum awaits guidance on wording for the enquiry forms. We will review what information we hold following an enquiry and for how long giving the option for contact details to remain with the research should any further information come to light.

The group is to decide whether to recommend paying subscription to any or some family history research websites. Although we cannot compete with other family history facilities, it does bring people in to the museum. A recommendation of donation amounts for research help and printing is to be considered. A donations box in the research room could ring fence donations to pay for subscriptions.

The Family History Day was attended by two museum volunteers with a display

Volunteer Update

A return volunteer will be starting in the summer for one day a week

A structure chart is being developed to reflect the project teams, roles and skills of volunteers

New leaflets and posters have been produced. These are now up in the museum and being distributed at events.

Links with the Cornish Times are being created to look at how we identify and collect current history.

Following advice from the consultant curator it was agreed that the Civil War Helmet can not be loaned or donated to Stuart House until they could demonstrate conditions required by Accreditation Standards could be met. This also applies to the temporary loan of a WW1 Helmet to the Royal British Legion.

Volunteers will be putting a display together for a stand at the Liskeard Show 14/07/18

The Jeanne Rees research room is to be re-organised to improve personal safety, make it more user friendly and free up some space for small exhibitions.

Liskeard Community College will be bringing students in to the museum to see the medical exhibition as part of their GCSE course. It is hoped that a retired GP will be able to give a talk to them.