



AGENDA

Freshwater Bay Museum Advisory Committee Meeting Thursday, 18 June 2020

**I hereby give notice that a Freshwater Bay Museum Advisory
Committee Meeting will be held on:**

Date: Thursday, 18 June 2020

Time: 5.00pm

**Location: Town of Claremont
Claremont Council Chambers
308 Stirling Highway, Claremont**

**Liz Ledger
Chief Executive Officer**

DISCLAIMER

Persons present at this meeting are cautioned against taking any action as a result of any Committee recommendations until such time as those recommendations have been considered by Council and the minutes of that Council meeting confirmed.

Order Of Business

1	Declaration of Opening / Announcement of Visitors.....	5
2	Record of Attendance / Apologies.....	5
3	Disclosure of Interests	5
4	Confirmation of Minutes of Previous Meeting	5
5	Presentation.....	5
6	Reports of the CEO.....	6
6.1	Museum Operations Report March 2020 to May 2020	6
7	Other Business	10
8	New Business of an Urgent Nature Approved by the Presiding Person or by Decision of Meeting.....	10
9	Future Meetings of Committee.....	10
10	Declaration of Closure of Meeting	10

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES

3 DISCLOSURE OF INTERESTS

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the minutes of the Freshwater Bay Museum Advisory Committee Meeting held on 19 March 2020 be confirmed.

5 PRESENTATION

6 REPORTS OF THE CEO

6.1 MUSEUM OPERATIONS REPORT MARCH 2020 TO MAY 2020

File Number: GOV/00050-02, D-20-20142

Author: Pippa Stokes, Museum Education Officer

Authoriser: Liz Ledger, Chief Executive Officer

Attachments: Nil

PURPOSE

To advise the Committee of the Freshwater Bay Museum's activities from March 2019 to May 2020.

BACKGROUND

An updated report is provided to the Committee for each quarter.

DISCUSSION

Museum Program & Events

The restrictions of physical distancing due to the COVID-19 pandemic required all events and programs to be suspended until further notice.

- 1) *Claremont Cares Program* – Museum staff were an integral part of the Claremont Cares team providing support to residents in need of assistance during the period of restricted activity. Staff made many calls to check on residents, organised groceries, facilitate services from Shine and Meals on Wheels as well as home maintenance and following up on information.
- 2) *Newsletters* – regular newsletters continued to be sent to History in a Coffee Cup attendees, Museum volunteers and Friends during this period of suspended events.
- 3) *Whadjuk Program* – planning continued on the film outlining the Whadjuk Noongar history of the Freshwater Bay area. The media company has now been provided with the original oral histories and filmed interviews, after permissions were obtained.
- 4) *School Loans* – Christchurch Grammar School Music Department has loaned an education collection typewriter from the Museum. This unusual request involves the typewriter being used as an instrument in a percussion piece. While incursions are on hold our Quarantine Procedure has allowed us to loan items to schools to assist them in teaching history to their students. A recent loan was made of slate boards, wash boards and tubs for White Gum Valley Primary School's 120th anniversary.
- 5) *Postcards from the Past* – planning is underway for a history project with all Year 5 students in Claremont, from Freshwater Bay, Swanbourne, St Thomas', Scotch, MLC and Christchurch Primary Schools.

Collection Management

- 1) *Deaccessioning* project is coming to an end. Museum casual staff are entering the final documents in to the Town's record management system, TRIM.
- 2) *Sharkey Letters* – 12 volunteers have deciphered and transcribed over 60 letters from the 1890s to the 1920s. The letters to Florence Sharkey, from her husband Raymond and other members of the family, give a personal insight in to life and love at that time. The project benefits the Museum as this is a time consuming task and in digital form the letters are far more accessible for research.
- 3) *Collections WA* is an online searchable platform that will bring together the many different collections held across WA. Organisations will upload photographs and information about

items in their collection that will then be searchable online. It will be a valuable tool for anyone conducting research or with an interest in WA's history. As part of this project Museum staff have been going through the 14,000 individual records to verify and correct each in preparation for their upload to this platform. So far 250 records have been migrated to Collections WA.

Exhibitions

- 1) The *Museum of Australian Democracy* at Old Parliament House, Canberra, is creating an exhibition for the 20th century. Three themes are being covered: Prime Ministers of Australia, a timeline of global and domestic events and a dedicated focus area on women working for change. The Museum has provided scans of 6 images of Dorothy Tangney which will be used in the exhibition, to open in 2021.
- 2) The *York Residency Museum* is working on a small exhibition focusing on the Avon River. The Museum has loaned mannequins and an image for this exhibition.

Publicity & Promotion

- 1) "Love letters reveal past" *Post Newspapers*, May 23 2020
- 2) "Passion to recreate historic love letters" *Western Suburbs*, May 28 2020
- 3) "Claremont settler's 130 year old love letters recreated" *Perth Now*, June 1 2020

Research Requests

March	St Andrews Church Anne Herbert Claremont Central School Boat Shed Furniss Family Caporn Family Taaffe Family Lakeway Gambusia Fish in Lake Claremont Nurses at Lucknow Milk Delivery
April	Cherry/Ormerod Family Clarence Drayton Scotch College image 44th Battalion Image
May	Cr Anthony John Leckie Bricks at 50 Alfred Road Charlotte Read 31 Napier Street Miss Pole Dorothy Tangney Images Lake Claremont Landfill Image 1 Airlie Street - Sundowner

OH&S

- 1) *COVID-19 Safety Plan* – in line with WA Government requirements Museum staff prepared a safety plan to indicate the procedures in place to protect staff and visitors to the Museum.

While the Museum is closed volunteers, casual staff, contractors and researchers still attend by appointment.

- 2) *Quarantine Procedure* – a work procedure for quarantining incoming donations and outgoing loans has been created to prevent virus transmission via artefacts. This has been completed in line with the Australian Hospitality Association guidelines for how long the coronavirus can remain on different surfaces.

Museum Redevelopment

Mulberry Tree

The mulberry tree close to the Museum building will not be retained with the redevelopment plans. This is necessary to accommodate the new building without going over the sewer line. The tree has some significance, being planted in 1937 by Mrs Williams, wife of former Police Constable Williams, and thus the tree is being preserved. One of the Town's field officers has completed the specialised task of taking 20 cuttings from the tree so that we will be able to replant at least one at an alternate location on the museum grounds once the redevelopment is complete.

PAST RESOLUTIONS

Freshwater Bay Museum Advisory Committee 19 March 2020, Resolution: 002/20

That the Freshwater Bay Museum's Operation report from December 2019 to February 2020, as presented, be received by the Committee.

FINANCIAL AND STAFF IMPLICATIONS

Resource requirements are in accordance with existing budgetary allocation.

POLICY AND STATUTORY IMPLICATIONS

Local Government Act 1995.

COMMUNICATION / CONSULTATION

Extent of communication limited to that as described within the context of this report.

STRATEGIC COMMUNITY PLAN

People

We live in an accessible and safe community that welcomes diversity, enjoys being active and has a strong sense of belonging.

- Effectively manage and enhance the Town's community facilities in response to a growing community.
- Facilitate opportunities for social participation, health, learning and inclusion through programmed activities and events.
- Develop and implement a strategy that supports services for seniors and youths.
- Recognise and celebrate the Town's history and culture through arts and events.

URGENCY

Nil.

VOTING REQUIREMENTS

Simple majority decision of Council required.

OFFICER RECOMMENDATION

That the Freshwater Bay Museum's Operation Report March to May 2020 be received by the Committee.

7 OTHER BUSINESS

Brief update on the museum redevelopment by Director Infrastructure & Assets, Andrew Smith.

8 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PRESIDING PERSON OR BY DECISION OF MEETING

9 FUTURE MEETINGS OF COMMITTEE

Freshwater Bay Museum Advisory Committee Meeting to be determined at the meeting.

10 DECLARATION OF CLOSURE OF MEETING