

Ontario Museum of History & Art Board of Trustees  
Meeting Minutes  
July 27, 2021

**CALL TO ORDER**

President Chris Kueng called the Museum Board of Trustees meeting to order at 6:05 PM

**PLEDGE OF ALLEGIANCE**

Led by President Kueng

**ROLL CALL**

<b>PRESENT:</b>	President	Chris Kueng
	Board Members:	Rick Caughman, Jerry Weems
	Interim Museum Director	Cindy Cleary
	Executive Director	Helen McAlary
	Council Liaison	Debra Dorst-Porada
	Museum Associates Liaison	Leslie Sherwood-James
	Staff	Michelle Sifuentes

**ABSENT:** Randy del Turco, Shannon Gerstheimer

**APPROVAL OF MINUTES**

Meeting Minutes of June 22, 2021 were approved by a 3-0-2 vote with a motion from Board Member Rick Caughman and second from Board Member Jerry Weems.

**PUBLIC COMMENT**

None

**CITY COUNCIL LIAISON DORST-PORADA**

Council Member Dorst-Porada shared the Kiwanis will be selling Nativity cards at the Route 66 Car Show and will split the profits with the Museum Associates.

**STAFF REPORTS**

Directors Report

Interim Museum Director Cindy Cleary advised that City Council has approved the streaming of all Boards and Commissions meetings. She reminded the Board that Saturday, August 7 will be the closing reception for the Ontario Open, shared they are working with CCMA on the Arts Festival, that the collections move is on schedule, the recruitment for Museum, Arts & Culture Director closes on August 6, and provided there has been a change to who the person providing

Ontario Museum of History & Art Board of Trustees  
Meeting Minutes  
July 27, 2021  
Page 2 of 3

administrative support to the Museum will be. Interim Director Cleary thanked the Board members for bringing back the completed questionnaires for the Built on Water exhibit. President Kueng recommended that future surveys be conducted on a digital survey platform when the questions are quantitative, and Board Member Caughman recommended that the questions for future surveys be framed in a way where the responder replies with an "I" statement and not a yes/no answer. Conversation ensued about the Board's experiences collecting the surveys.

Deaccessioning Process and Collections Management Policy Review

Michelle Sifuentes shared a presentation on the deaccessioning process, including what items are collected by the Museum versus Model Colony, a description of the Collection Committee and their purpose, and a review of the approved Collections Policy which was adopted in 2020. Questions were asked about the policy and procedures for deaccessioning by the Board Members which were answered by Michelle Sifuentes. RC commented that an email document or something ahead of time. CK says if something for accreditation make sure to agendaize in future. DDP requests email to her as well.

Revision to Collections Management Policy

Michelle Sifuentes shared of a suggestion from American Alliance of Museums to remove the sale option from the policy and add in later once a solid procedure has been established. Additionally, a new requirement regarding risk to health and artifacts was added into the policy. Michelle advised the board that the proposed changes to the policy are in their packets and are marked in blue. A motion to move was made by Board Member Caughman, with a second by Board Member Weems. Board Members expressed their desire for items like this to be emailed in the future and items related to accreditation to be clearly indicated on the meeting agenda.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**MUSEUM ASSOCIATES COMMENTS**

Museum Associates Liaison Leslie Sherwood-James said she had no comments.

Ontario Museum of History & Art Board of Trustees  
Meeting Minutes  
July 27, 2021  
Page 3 of 3

**MUSEUM BOARD OF TRUSTEES COMMENTS**

Board Member Weems shared his concerns about a comment that was made in a previous board meeting. President Kueng apologized for his comment at the previous meeting.

Board Member Caughman expressed his hope for the Museum Board to move forward as a united front, thanked Michelle for doing all the work on accreditation documents, and promoted his upcoming art exhibit which opens on August 13 and will have a reception on August 21 during the Art Walk.

**FUTURE AGENDA ITEMS**

None

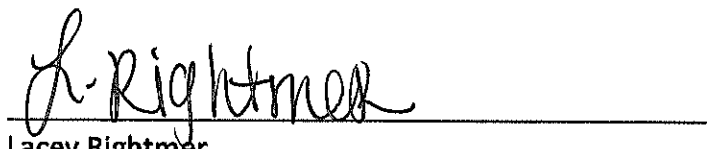
**NEXT MEETING**

Tuesday August 24, 2021 at 6:00pm in Historic Council Chambers

**ADJOURNMENT**

Motion to adjourn the Board of Trustees Meeting was made by Board Member Caughman with a second by Board Member Weems by a 3-0-2 vote. Meeting adjourned at 6:56 PM

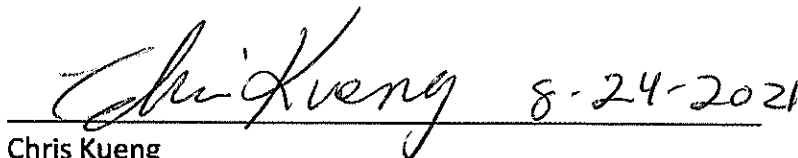
Submitted:



Lacey Rightmer

Senior Administrative Assistant

APPROVED:



Chris Kueng

President