

## Akaroa Museum Advisory Committee AGENDA

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### Notice of Meeting:

An ordinary meeting of the Akaroa Museum Advisory Committee will be held on:

**Date:** Thursday 31 August 2017  
**Time:** 2.30pm  
**Venue:** Akaroa Sports Complex, Akaroa Recreation Ground,  
28 Rue Jolie, Akaroa

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### Membership

#### Members

Pam Richardson - Banks Peninsula Community Board Representative  
Janis Haley - Banks Peninsula Community Board Representative  
David Miller - Friends of the Museum (FOAM)  
Kate Clare - Friends of the Museum (FOAM)  
Meri Robinson - Onuku Rūnanga

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24 August 2017

Liz Carter  
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If you require further information relating to any reports, please contact the person named on the report.

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Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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## **1. Apologies**

At the close of the agenda no apologies had been received.

## **2. Declarations of Interest**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

## **3. Confirmation of Previous Minutes**

That the minutes of the Akaroa Museum Advisory Committee meeting held on [Wednesday, 28 June 2017](#) be confirmed (refer page 5).

## **4. Deputations by Appointment**

There were no deputations by appointment at the time the agenda was prepared.

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## Akaroa Museum Advisory Committee OPEN MINUTES

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**Date:** Wednesday 28 June 2017  
**Time:** 2.30pm  
**Venue:** Akaroa Sports Complex, Akaroa Recreation Ground,  
28 Rue Jolie, Akaroa

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**Present**

Chairperson	Pam Richardson - Banks Peninsula Community Board Representative
Members	David Miller - Friends of Akaroa Museum (FOAM)
	Meri Robinson - Ōnuku Rūnanga

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28 June 2017

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- Part A**      **Matters Requiring a Council Decision**  
**Part B**      **Reports for Information**  
**Part C**      **Decisions Under Delegation**
- 

The agenda was dealt with in the following order.

**1. Apologies**

**Part C**

Apologies for absence were received from Janis Haley and Kate Clare.

**2. Declarations of Interest**

**Part B**

There were no declarations of interest recorded.

**3. Deputations by Appointment**

**Part B**

There were no deputations by appointment.

**4. Akaroa Museum Director's Update**

**Committee Comment**

The Director spoke to her report highlighting points around visitor numbers and exhibitions.

She also noted the recent death of Murray Thacker and acknowledged his contribution as founder of the Okains Bay Maori and Colonial Museum.

**Committee Decisions under Delegation**

**Part C**

[The Akaroa Museum Advisory Committee received the information in the Akaroa Museum Director's update.](#)

**5. Friends of Akaroa Museum (FOAM) - President's Update**

**Committee Comment**

David Miller spoke to his report. He noted that FOAM wished to acknowledge the excellent work of the Heritage Facilities Rebuild Team in getting the Museum repaired and reopened. He said FOAM would be sending a formal message of gratitude to the Chief Executive to thank the Team members.

**Committee Decisions under Delegation**

**Part C**

[The Akaroa Museum Advisory Committee received the information in the Friends of Akaroa Museum President's Update.](#)

## 6. Committee Members' Exchange of Information

### Part B

#### 6.1 Meeting Schedule

The Committee discussed the meetings proposed for the balance of 2017, and suggested a change to accommodate the majority of members.

#### Committee Resolution

That the Akaroa Museum Advisory Committee set the following meeting schedule for the balance of 2017:

Thursday 31 August	2.30pm	Akaroa Sports Complex
Thursday 30 November	2.30pm	Akaroa Sports Complex

Pam Richardson/Meri Robinson

Carried

Meeting concluded at 3.45pm.





## 5. Akaroa Museum Director's Update

Reference: 17/839511

Contact: Lynda Wallace Lynda.wallace@ccc.govt.nz 03-941-5678

### 1. Purpose of Report

- 1.1 This report (**attached**) is to update the Committee on the activities and events of the Akaroa Museum.

### 2. Staff Recommendations

1. That the Akaroa Museum Advisory Committee receive the information in the Akaroa Museum Director's update.

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Akaroa Museum Advisory Committee - Directors Update 31 August 2017	10

### Signatories

Author	Lynda Wallace - Museum Director - Akaroa
Approved By	Jenny Harper - Director Art Gallery

**AKAROA MUSEUM DIRECTOR'S UPDATE – 31 August 2017**

**#.1 VISITORS**

**Visitor numbers**

Visitor total for 2016/17 was 23,962 compared to 24,398 for the previous year. All visitor-related levels of service targets were met for the year (number of visitors and cost per visitor).

**Opening hours**

Levels of service target for opening hours, a minimum of 2090 hours open to the public, was exceeded – the Museum was open for 2110 hours during the year.

The Museum switches to summer opening hours on 25 September, just after the start of daylight saving.

**#.2 EXHIBITIONS**

**Temporary exhibitions**

Exhibition related levels of service target, a minimum of two temporary exhibitions annually, was met. *New Collections* continues in the temporary exhibition gallery. We plan to refresh this gallery before the onset of the summer season, other projects allowing.

**Long term exhibitions**

The next two long-term exhibitions, called *Land and Sea* (in the Steel Gallery) and *Tales of Banks Peninsula* (in the lower gallery), are planned to open on 10 November.

**#.3 COLLECTIONS**

**Levels of service targets**

Collections related levels of service measure the number of acquisitions received and documented, and the amount of backlog documentation addressed – both levels of service targets were achieved, or exceeded.

**Recent acquisitions**

The Friends of the Museum has recently purchased two letters, written by Frank Worsley during the early part of World War II, and donated them to the Museum. The letters record Worsley's research into purchasing cold weather equipment for a military operation in Norway. They are a valuable addition to the Museum's existing Frank Worsley collection, and will be incorporated into the Worsley section of *Tales of Banks Peninsula*.

**#.4 FACILITIES**

**Grounds maintenance**

A large self-sown cherry tree, located between the main Museum building and the court house, is presenting problems for building maintenance and visitor safety. An arborist's inspection has resulted in a recommendation to remove the tree, as follows:

Although the tree is attractive when in blossom and in autumn colours, and provides welcome shade in the summer, it has outgrown its location.

The Museum Director requests the Committee's support to remove this tree.

#### **Cleaning contract commenced**

At the beginning of July, for the first time commercial cleaners began cleaning the public areas of the Museum. This is work that previously had been carried out by Museum staff, and all are pleased to be relieved of the task, on Monday, Wednesday and Friday at least.

#### **Langlois-Eteveneaux cottage**

Repair and conservation work is due to start on the Langlois-Eteveneaux cottage at the beginning of September. Included in this work is the replacement of the picket fence that fronts the Museum site, from Rue Balguerie around the corner onto Rue Lavaud and extending to the butcher's shop.

### **#.5 OTHER**

#### **Friends engraved pavers project**

The laying of the first set of engraved pavers at the Museum's entrance occurred at the end of July and they are attracting a lot of positive comment. Most of the names are those of early Banks Peninsula families, or people with a long association with the Museum, so as well as being an excellent fundraiser, the presence of the names at the Museum's entrance serves to remind everyone of the strong connections of the local community to the Museum.

#### **Ashburton Historical Society talk**

The director will be travelling to Ashburton on Sunday 27 August to talk to the Ashburton Historical Society on the topic of Akaroa Museum's post-earthquake rejuvenation.

#### **Placenames of Banks Peninsula and the Port Hills**

The same day, Sunday 27 August, Gordon Ogilvie's new book, *Placenames of Banks Peninsula and the Port Hills*, will be launched at the University Bookshop. The book will be a long-awaited addition to both the Museum's library and to the shop shelves. Dan Smith, collections manager, will be attending to represent Akaroa Museum.

#### **French Festival**

The Museum will be represented at French Festival by the Friends of the Museum. The Friends are taking a table in the heritage tent at the Festival, promoting membership, engraved pavers and selling some shop product.

#### **Progress update, The Future of Heritage in Christchurch and Banks Peninsula**

Victoria Bliss, from Council's Heritage Team, will be presenting an update on progress with the development of a new heritage strategy for Council, here in Akaroa on Tuesday 5 September, starting at noon. The venue is the court house, access through the Museum.

### **#.6 EVENTS AND COLLABORATIONS**

#### **Upcoming events**

Information, Heritage Strategy	5 Sept, 12-1, Court House, Akaroa Museum
French Festival	6-8 <sup>th</sup> Oct, various venues and events
Friends of Akaroa Museum AGM	Fri 13 Oct, 5 pm at The Gaiety
Beca Heritage Week	13-23 Oct, various venues and events
Tales of Banks Peninsula opening	Fri 10 Nov, 5.30 pm at the Museum
FOAM Antiques Fair	30/31 <sup>st</sup> December at The Gaiety

Arborist Report on Cherry Tree

*I was asked to go out and do an assessment on a Cherry tree at Akaroa Museum.*

*I met with Lynda Wallace (Director of the museum) on site and we went over what her concerns were. The tree is self-sown and is situated approximately 1metre away from the museum building with branches that overhang both the museum and courthouse buildings. (See attached photographs)*

*Several branches have been removed by contractors when the museum roof was replaced causing it to have an unbalanced crown. The roots have lifted the path next to the tree which visitors use as access from the museum to the court house. The path also gets covered in leaves and fruit during the autumn months and the leaves also fill the guttering causing it to corrode faster than usual. The tree doesn't appear to have had a lot of maintenance in the past so it doesn't have great form and the stem is included at the base.*

*I think it should be removed. It has outgrown its location, it would reduce future maintenance costs and lower the risk of someone tripping on the uplifted path or slipping on fallen leaves.*

James McDuff

Arborist

Citycare Property 



## 6. Friends of Akaroa Museum (FOAM) - President's Update

Reference: 17/839556

Contact: Liz Carter

Liz.carter@ccc.govt.nz

03-941-5682

### 1. Purpose of Report

- 1.1 This report is to update the Committee on the activities and events of the Friends of the Akaroa Museum.

### 2. Staff Recommendations

1. That the Akaroa Museum Advisory Committee receive the information in the Friends of Akaroa Museum President's Update.

### Attachments

No.	Title	Page
A <a href="#">↓</a>	Akaroa Museum Advisory Committee FOAM President's Update 31 August 2017	14

### Signatories

Author	Liz Carter - Community Board Advisor
Approved By	Liz Carter - Community Board Advisor



BANKS PENINSULA COMMUNITY BOARD  
AKAROA MUSEUM ADVISORY COMMITTEE  
FRIENDS OF AKAROA MUSEUM (FOAM) PRESIDENT'S UPDATE August 2017

ACTIVITIES AND EVENTS

1. Oral History Project.

Plans are well underway for an abstracting workshop to take place in Akaroa in November 2017. Once we have a new cadre of abstracters trained, a new series of interviews will commence. To date we have preserved the voices and experiences of almost 50 Peninsula people. Our thanks to **Paddy Stronach** for her continued management of this vital project.

2. Paving for Posterity.

At last the first tranche of engraved pavers has been laid at the Museum entrance, and they look fantastic! As a result of this, we are receiving many new orders and we are planning to get the second lot of orders engraved and laid in the coming weeks. Thanks particularly to **Lynda Wallace** and **Dave Walker** for their 'hands on' support in raising the old paving stones, and to **Jonny O'Keefe** for laying the new ones.



3. Frank Worsley letter purchase.

FOAM has recently purchased two letters written by Frank Worsley and donated them to the Museum. The letters will form part of the Frank Worsley archive. Our thanks to **Nigel Harrison** for facilitating the purchase on FOAM's behalf.

**4. FOAM's 2017 AGM.**

The FOAM AGM this year will be held on **Friday 13 October**. Our guest speaker will be **Helen Leach** – she will speak about the Watkins family as horticulturalists and artists in Akaroa from the 1850s to 1890s, with lots of illustrations.

**5. Antiques Appreciation Evening and Fair, 29-31 December 2017.**

Planning is well underway for the next Antiques Appreciation Evening and Fair, to take place at the end of this year. Our thanks to **Nigel Harrison** for his continued efforts, and to **John Harding** for his poster design for the project.

Our grateful thanks as always to all the staff of the Museum for their continued professionalism and warmth of spirit as we move towards the completion of the Museum's rejuvenation.

**David Miller**  
**President**  
**Friends of Akaroa Museum**

## 7. Committee Members' Exchange of Information

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This item provides an opportunity for Committee Members to update each other on recent events and/or issues of relevance and interest to the Committee.