

Akaroa Museum Advisory Committee OPEN MINUTES

Date: Wednesday 21 August 2024
Time: 2pm
Venue: Akaroa Boardroom, 78 Rue Lavaud Akaroa

Present

Chairperson	Pam Richardson - Community Representative
Members	Graeme Curry - Friends of the Museum (FOAM) Diana Stronach - Friends of the Museum (FOAM)
Staff	Lynda Wallace – Director Akaroa Museum

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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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Karakia Tīmatanga:

The agenda was dealt with in the following order.

1. Apologies Ngā Whakapāha

Part C

Committee Resolved AMA/2024/00009

That the apologies received from Nigel Harrison and Asif Hussain be accepted.

Pam Richardson/Graeme Curry

Carried

2. Declarations of Interest Ngā Whakapuaki Aronga

Part B

There were no declarations of interest recorded.

3. Confirmation of Previous Minutes Te Whakaāe o te hui o mua

Part C

Committee Resolved AMA/2024/00010

That the minutes of the Akaroa Museum Advisory Committee meeting held on Wednesday, 15 May 2024 be confirmed.

Pam Richardson/Diana Stronach

Carried

4. Deputations by Appointment Ngā Huinga Whakaritenga

Part B

There were no deputations by appointment.

5. Friends of Akaroa Museum (FOAM) - Presidents Update

The Committee heard that the Friends of Akaroa Museum is now registered under the Incorporated Societies Act 2022.

Officer Recommendations

That the Akaroa Museum Advisory Committee:

1. Receive the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 21 August 2024

Committee Resolved AMA/2024/00011

That the Akaroa Museum Advisory Committee:

1. Receives the information in the correspondence report Friends of Akaroa Museum (FOAM) – Presidents Update dated 21 August 2024
2. Notes that FOAM is now an Incorporated Society under the Incorporated Societies Act 2022.

Graeme Curry/Diana Stronach

Carried

6. Akaroa Museum Director's Update to Akaroa Museum Advisory Committee

The Committee heard about the effect the Covid lock-down had on visitor numbers to the Akaroa Museum, that numbers are now increasing to pre-covid levels, and discussed ways in which they could encourage local people to visit the Takapūneke Exhibition.

Officer Recommendations

That the Akaroa Museum Advisory Committee:

1. Receive the information in the Akaroa Museum Director's Update to Akaroa Museum Advisory Committee Report.

Committee Resolved AMA/2024/00012

That the Akaroa Museum Advisory Committee:

1. Receives the information in the Akaroa Museum Director's Update to Akaroa Museum Advisory Committee Report.
2. Acknowledges that the reported reduction in visitor numbers from 2020 to 2022 was a result of the Covid lock-down and that the Museum has met or exceeded all their levels of service targets for 2023/24.
3. Agrees for the Chairperson to write a letter to the Editor of the Akaroa Mail and the Bay Harbour News newspapers to encourage visitors to the Takapūneke Exhibition, which will run until November 2024, and to seek other promotional opportunities.

Pam Richardson/Diana Stronach

Carried

7. Akaroa Museum Policy Review

The Committee discussed the need for accessible information and agreed to include, in the Akaroa Museum Research and Access Policy, details about where to find information.

Officer Recommendations

That the Akaroa Museum Advisory Committee:

1. Review the Akaroa Museum Acquisitions and Disposals Policy, confirm updates and endorse.
2. Review the Akaroa Museum Research and Access Policy, confirm updates and endorse.

Committee Resolved AMA/2024/00013

That the Akaroa Museum Advisory Committee:

1. Endorses the Akaroa Museum Acquisitions and Disposals Policy 2024.
2. Endorses the Akaroa Museum Research and Access Policy 2024, subject to inclusion of:
 - Reference to the location of Council Fees and Charges under paragraph 3.5, Fees and Charges.
 - Reference to the location for the Museums 'Guidelines for Researchers', under Section 5.

Diana Stronach/Graeme Curry

Carried

8. Committee Members' Exchange of Information Te Whakawhiti Kōrero a ngā Mema Komiti

Part B

Members shared the following information:

- FOAM now has an official reviewer, as under the new constitution an auditor is not required.
- Author Michael Lee will be speaking to the community on Saturday 31 August at 4pm at the Akaroa Boat Sheds about 'Scientific Ventures in the Pacific – The contribution of French explorers to Aotearoa's natural history.'
- Concerns were expressed about the lack of interest from the younger community in becoming involved with local meetings and initiatives. The younger community needs encouragement to get involved with a range of activities in our Community.

Karakia Whakakapi:

Meeting concluded at 3.07pm.

CONFIRMED THIS 20th DAY OF NOVEMBER 2024

PAM RICHARDSON
CHAIRPERSON