

## Town of Ingersoll Boards and Committees

### Ingersoll Cheese and Agricultural Museum Advisory Committee

#### Overview

The Ingersoll Cheese & Agricultural Museum Advisory Committee helps to establish the goals of the museum for the year, assists in organizing museum events and the volunteers necessary for those events and activities.

As of 2019, this Committee has joined with the Harvest Festival Committee and will through the direction of the Committee, or a Museum Subcommittee, assist in organizing the annual Harvest Festival Event including volunteer coordination and recommending appropriate entertainment.

#### Mandate

To establish the goals of the museum for the year, to assist in organizing the events held at the museum, and to assist in organizing the volunteers for various events and activities.

#### Objectives and Goals

- To assist the museum board with overseeing the museum mandate and collection policy and with establishing the goals of the museum for the year.
- To assist in organizing the events held at the museum, including the annual Harvest Festival Event.
- To assist in organizing the volunteers and entertainment for those events and activities.

#### Composition and Appointment

Up to three members of Council shall be appointed to the Committee, there are no limits established for the number of citizen appointees.

#### Members

Council Member Appointment:

- Councillor Bowman

Citizen Appointments:

- Michaela Bartram
- Dick Huntley
- Dave McKenzie
- Gord Lesser

- Chris Beacham
- Debbie Johnston
- Gord McLelland
- Jay White
- Laura Van Bommel

### **Staff Liaison(s)**

- Assistant Museum Curator

### **Term**

Members are appointed for the 2022-2026 term of Council or until such time as appointees are reappointed or replaced subject to Statutory Authority.

### **Reporting Structure / Decision-Making Process**

Every Advisory Committee reports to Council and is responsible for posting its agendas and minutes in accordance with Council's Procedure By-law. All minutes must be submitted to Council for approval.

The Ingersoll Cheese and Agricultural Museum Advisory Committee is supported by the Economic Development and Tourism Department.

### **Meeting Date and Location**

To be determined at the first committee meeting.

Frequency:

Date:

Time:

Location:

Committee meetings must be held in accordance with Council's Procedure By-law. No formal decisions may be made unless a quorum of the committee is present.

Each committee's meeting schedule will be communicated to the Clerk's Department for inclusion on the Council and Committee meetings portal and community calendar.

The Boards and Committees Guide will be used by each Committee to support effective and efficient meetings.

### **Further Information**

- Ingersoll Cheese & Agricultural Museum - <http://www.ingersoll.ca/visitors/cheese-and-agricultural-museum/cheese-agricultural-museum>

- Ingersoll Harvest Festival - <http://www.ingersoll.ca/visitors/harvest-festival>