



**Museum on the Boyne Advisory Committee  
2018 – 2022 Term of Council**

**Terms of Reference**

**Meeting Frequency**

Bi-Monthly – 10:00 a.m. – 4<sup>th</sup> Wednesday of the month

**Mandate**

To provide Council with information and recommendations with regard to policies and by-laws related to the museum and associated out buildings, museum collections, the educational program and new acquisitions as well as to promote public awareness of the museum.

As requested by Council:

- a. To promote public awareness of the museum.
- b. To make recommendations regarding the undertaking of fundraising projects for further capital improvements, special projects and collections.
- c. To provide background research and information to Council on matters related to grants, fundraising projects and other sources of funding for further capital improvements, special projects and collections.
- d. To advise Council and give support on the proper preservation of the collection.
- e. To review and make recommendations to Council with respect to policies related to the museum and associated out-buildings, museum collection, the educational program, and new acquisitions.
- f. To provide background research and information to Council on matters related to the Museum on the Boyne.
- g. To liaise between Council and other community groups, government agencies, business and industry on matters related to the Museum on the Boyne.

**Composition**

<b>Citizen Members</b>	<b>Council Members</b>	<b>Staff Support</b>
Minimum of one (1) but up to three (3) Citizen Members One (1) Essa Rep	One (1) Member of New Tecumseth Council One (1) BWG Rep One (1) Innisfil Rep One (1) Adj/Tos Rep	Parks, Recreation & Culture Dept. Supervisor, Museum & Heritage
		Committee Secretary

**Rules of Procedure**

- All meetings of the Museum on the Boyne Advisory Committee shall be conducted in accordance with the committee procedures as approved by Council.
- Council approval is required prior to the implementation of any recommendations that have been forwarded to Council.
- The allocation of Town resources, such as staff and budget, may be provided to the Committee as directed by Council.