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MUSEUMS ASSOCIATION OF SASKATCHEWAN  
**BOARD AND STAFF  
QUARTERLY REPORT**

# PRESIDENT'S MESSAGE

It is hard to believe that the warm days of summer are over!

With Culture Days now complete many of the seasonal museums will be winding down and will move into a time of reflection and planning for the next summer season; those of you who run all season long will have ongoing projects and school groups to work with. The initial consensus is that Culture Days was another huge success and continues to grow each and every year; I hope your communities enjoyed your events!



Robert Hubick

With the onset of fall the network meetings will kick in high gear and the MAS Board will do its best to attend as many as possible to share ideas, gather feedback and learn all about your local museum and community. I myself will be attending three network meetings and I look forward to meeting and sharing ideas with everyone.

This past summer the MAS board has been hard at work attending numerous meetings and planning for the rest of the year. In August we had our orientation meeting and welcomed Corinne Bokitch and Julie Jackson onto the board. The orientation allowed us to engage in dialogue with each other about our learnings and how these learnings apply to our own work as MAS board members. It provided us with an opportunity to enhance and deepen our group understanding of Policy Governance and Board job roles in the context of our own work. We also took this opportunity to review our END's Policy and Strategic Plan to ensure that they mirror one another and reflect the direction the Board wishes MAS staff to take in the next three years. Our Strategic Plan is an Evergreen model and is reviewed on an annual basis.

In September MAS staff Wendy Fitch and Brenda Herman along with board member Yvonne Hotzak and me had an opportunity to attend a daylong session on Enterprise Risk Management (ERM). We were joined by Senior Staff and Board Representatives of SaskCulture and Heritage Saskatchewan with a representative of KPMG facilitating the session. The session gave us the opportunity to learn what the roles and responsibilities are for both Board and Staff in the ERM process and to identify areas of risk that we may not be aware of. It was very enlightening and I look forward to reviewing the results of the session with the other MAS board members and to find ways to reduce our risk potential. *Continued on next page...*

THE MUSEUMS ASSOCIATION OF SASKATCHEWAN'S BOARD & STAFF QUARTERLY REPORT IS PUBLISHED EVERY THREE MONTHS. THE ANNUAL REPORT IS ISSUED IN MAY.



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**LOTTERIES**

Coming up in November, Executive Director Wendy Fitch will be off to Ottawa to attend Hill Day. This annual event is an opportunity to network with other Provincial Organizations and with CMA, as well as an opportunity to meet with representatives of the Federal Government. With funding always a concern it is important that we regularly remind our political representatives on why continued funding is important.

Board Committee work has also began; we always have our two standing committees: Nominations and Audit. We have added 3 other Ad Hoc Committees this year to help fulfill the work that the board has decided to do this year, they include:

- 1) Board Risk Management Committee
- 2) Board Procedures Manual Development Committee
- 3) Ownership & Stakeholder Linkage Committee

As I mentioned in my last report, this year the board and committee's will be focusing on the risk management side of the business; financial, reputational and succession planning as well as working towards ensuring inclusiveness and diversity into everything we do.

In 2017 Canada will be celebrating its 150th anniversary of confederation. So far there hasn't been any official announcements on funding surrounding this event, but with both federal and provincial elections taking place in 2015 we anticipate funding will be made available fairly soon. We also anticipate that any funding announcements will center on events and projects for your community and not for building projects. MAS will keep you posted on funding programs as they are announced, but now is the time to start planning.

If you haven't heard by now, as of September, 2014 the Community Memories program that was part of the Canadian Heritage Information Network (CHIN) has been taken over by the The Canadian History Museum. A representative from the Canadian History Museum will be at MAS's Annual Conference on May 22nd, 2015 in Regina to speak on the changes to this program and others. We are also hoping to have someone from CHIN there as well to update us on their programs and services.

Enjoy the warm weather and the fall colors while they last!

Sincerely,

Robert Hubick  
President, MAS Board of Directors

## OFFICE REPORT

*"Anyone who thinks fallen leaves are dead has never watched them dancing on a windy day."*  
**Shira Tamir**

As we get ready for the busy autumn months full of meetings, workshops and events lets all reflect on all that happened over the summer months. Read on and see some of the things the staff were doing between and July 1st and October 1st.

## COMMUNITY LEADERSHIP

### SaskCulture

MAS staff continue to work with SaskCulture to ensure the Museum Grant Program meets its objectives. To this end the Executive Director and Museums Advisor met with the SaskCulture Organizational Outreach & Development Coordinator prior to the finalization of the new Stream 1 application.

As well the Museums Advisor will participate along with SaskCulture staff in the Sport Culture and Recreation Museum Grant Program workshops in October.

### **Saskatchewan Eco-Museum Initiative**

MAS continues to participate in the provincial Eco-Museum Initiative with the Executive Director as a member of the steering committee along with representatives of Heritage Canada – The National Trust, SaskCulture, Heritage Saskatchewan and the Royal Saskatchewan Museum. For more information about eco-museums and the work currently underway in Saskatchewan please check out the most recent Museums & Sustainability publication *Museums & Sustainability: Social Sustainability*. The Ecomuseums steering committee welcomed a new member Mr. Charles Pratt, Raven Consortium Inc. who will bring a First Nations perspective to the discussions.

## **CAPACITY DEVELOPMENT**

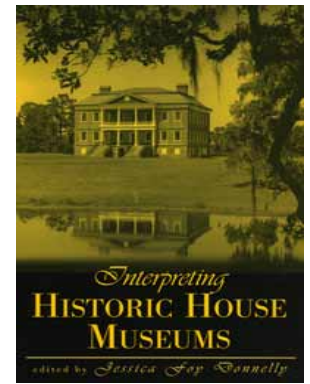
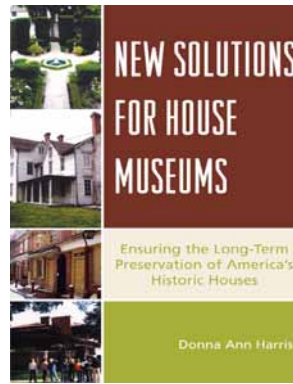
### **Advisory Services**

Advisory Services continued to be very active over the summer, with 32 consultations including 2 site visits. If you are interested in discussing any matter with May-Lin, contact her at 306-780-9266 or at [advisor@saskmuseums.org](mailto:advisor@saskmuseums.org). All discussions are confidential. Sites visits are also available. Referrals are also available to specialists in various areas of heritage work.

### **Courses and Workshops**

The 2014 -2015 Professional Development Calendar, was distributed in August. In addition to our Certificate Program courses, we're pleased to offer workshops on a range of topics, from pop up museums to CCI's Storage Reorganization. The calendar is available on the MAS website, [www.saskmuseums.org](http://www.saskmuseums.org)

## **Resource Library**



New books are always being added to the Resource Library. We are working to make the website more searchable, however, in the meantime, please give us a call if you cannot find the resource that you are looking for. We are also open to suggestions if you think a book should be added to our collection. Among the numerous new books added this quarter are two interesting and thought-provoking books on the operation of house museums titled “New Solutions for House Museums” and “Interpreting Historic House Museums.” Both books can be obtained through our online request form at [www.saskmuseums.org](http://www.saskmuseums.org)

**SAVE THE DATE!**

**MAY 22, 2015**

**IS THE DATE FOR THE MAS  
MINI-CONFERENCE AND  
AGM IN REGINA.**

**CHECK YOUR EMAIL FOR MORE  
INFORMATION REGARDING  
REGISTRATION COMING SOON!**

## Publications

Two new Tip Sheets were produced and distributed to member museums. They are: Collecting Oral Histories and Oral Histories in Museum Exhibitions.

The Museums & Sustainability Committee has begun work on the next Museums & Sustainability publication on cultural sustainability which will be available in the spring.

## Collections Documentation Management Initiative

As part of our Collections Documentation Management Initiative we're working toward providing a low-cost collections database for members who require it. In preparation for this, we had asked members to fill out a brief online survey. The data from the survey has enabled us to better understand the needs of the target audience. This, in turn, will assist in determining which database to choose and what other tools will be developed to help members successfully use the database effectively.

## COLLECTIVE VOICE

### Canadian Museums Association

The Executive Director met via conference call in July with a member of the CMA Board of Directors to discuss the CMA strategic planning process currently underway. Discussion points included: potential overlaps between MAS and CMA activities, possible national issues not currently being addressed; and ways to work more effectively together on behalf of member museums.

### Conference

Staff have begun work in preparation for the May 22, 2015 Mini-Conference and AGM. A meeting facility and conference hotel have tentatively been booked. As well we can report that a representative of the Canadian Museum of History will make a

presentation outlining the changes to the museum including new responsibilities including the Virtual Museum of Canada and plans for a national history museum network.

## EVENTS

### Archaeocaravan Sponsor Appreciation

Moose Jaw WDM– July 19 Wendy Fitch, Executive Director participated on behalf of MAS.

The Archaeocaravan is a program of the Saskatchewan Archaeological Society. It has been in operation for three summers and utilizes the MAS Networks to coordinate its annual schedules. Museums participating in the program receive a visit from the Archaeocaravan who provide a variety of activities to visitors about archaeology in Saskatchewan. Archaeocaravan staff also assist host museums in the identification of archaeological material in their collections. For further information contact the Sask. Archaeological Society by email at [saskarchsoc@sasktel.net](mailto:saskarchsoc@sasktel.net).

## BY THE NUMBERS



TWITTER FOLLOWERS: 420  
UP FROM 309 IN JULY



FACEBOOK LIKES: 329  
UP FROM 313 IN JULY



WEBSITE VISITS: 6,489  
(JULY-SEPTEMBER)

## Rocanville Market at the Museum

On August 16 May-Lin Polk, Museums Advisor, and Eric Bell, Communications Coordinator, attended the Saturday Market at the Museum event. The market is a new addition to the museum this year, and is proving to be a great way to get people in town visiting the museum. Read the blog post about Rocanville's Market at the Museum on the MAS blog.



Children enjoy a tractor ride at Rocanville's Market at the Museum.

**Saskatchewan African Canadian Heritage Museum (SACHM) Celebration of Excellence** – September 20 Executive Director Wendy Fitch attended along with Board President Robert Hubick and Board member Chad Debert. The Celebration of Excellence took place at the Performing Arts Centre in Regina and recognized the contributions of Camille Munro – 2013 Miss World Canada, and George Reed – SK Roughrider 1963- 1975.



RCMP Cadets on parade during an RCMP Heritage Centre tour.



RCMP Heritage Centre employees on parade at the RCMP Depot.

**Welcome Reception for Professor Rae Staseson, Dean of Fine Arts U of R** – September 17 Wendy Fitch, Executive Director attended a welcome reception for Professor Rae Staseson alumna, academic and artist as the new Dean of Fine Arts, University of Regina, hosted by the Mackenzie Art Gallery. Prof. Staseson's work as an Intermedia Artist has explored sense of place and memory.

## RCMP Heritage Centre Visit

In June, MAS Communications Coordinator Eric Bell visited the RCMP Heritage Centre in Regina to take in their exhibit "Women in Scarlet: 40 Years of Women in the RCMP. Eric was also given a tour of the depot in the Centre's special tour buses, a new service that allows members of the public to fully tour and experience the hustle



Farrier demonstration at Rocanville's Market at the Museum.



*Sarah Brown, the Indian Head Museum's Young Canada Works Intern.*

### **Indian Head Museum Visit**

In July, MAS Communications Coordinator Eric Bell visited the Indian Head Museum to profile the museum's hiring of an intern through the Young Canada Works program. Sarah Brown will be working with the museum to create a new display about the Indian Head PFRA Tree Farm.

In addition to the above, E-Phemera was sent out as scheduled, two issues of Megaphone were published, and the website and Facebook pages was updated regularly.

## **OPERATIONS**

### **Planning**

Staff worked with the Board to update the 3-year evergreen MAS Strategic Plan for 2014-2017. Once the Board finalized the Strategic goals for the Association MAS staff worked to update the strategic objectives in the Plan in line with the stated goals. We then completed the review and revision of the evergreen, 3-year operational plan for all MAS programs and services.

### **Enterprise Risk Management**

As part of the MAS operational plan under Operational Capacity, the development of a

risk management plan can be found.

Discussions were held with the CEO of Heritage Saskatchewan because they are also looking to address risk management within that organization. It was decided that given the similarities of our governance and policy structure and as a cost saving measure we would work together with a facilitator from KPMG on developing a risk management plan. Together we've chosen to pursue Enterprise Risk Management ERM which is an organization-wide approach to the identification, assessment, communication and management of risk in a cost-effective manner – a holistic approach to managing risk.

Subsequent to making the decision to work with KPMG Rose Gilks, SaskCulture General Manager, expressed interest in becoming a third partner in the project and providing some additional funding for the project. Rose indicated that they would consider this to be a pilot for a larger risk management initiative coming out of SaskCulture for eligible organizations.

On September 18, 2014 the Executive Director and Director of Finance, accompanied by the President and Vice-President, attended a day-long facilitated session for senior staff and key Board members of the three partner agencies.

The session was made up mainly of facilitated discussions on the types and categories of risk each organization faces and the identification of key risks that would impact their ability to achieve strategic goals and objectives. A preliminary set of risk categories was identified along with potential risks and their potential impacts.

Work will continue both individually and as a group to identify key risks, assess their impact and identify risk control processes.

## Professional Development

The Executive Director participated in a set of 3 webinars on Intangible Cultural Heritage presented by the University of British Columbia.

## Holidays

All staff were able to take holidays during the summer months.

## OTHER NEWS

### We're Getting a New Website!

MAS is excited to announce that work on our new website is slated to begin in October. Derek Hogue of Amphibian design in Winnipeg is our website designer. You can check out some of the websites he has designed at [www.amphibian.info](http://www.amphibian.info). The new website will be easier to navigate for both members and the general public, and will contain a special section specifically for MAS members. We hope to have the new website launched by the end of the year, so stay tuned for updates!

### Thank-You for Submitting Your Photos

Special thanks to the members who sent in updated photos of their museums for our new website. Not only will they add extra flair to our site, they will promote your museum!

Please note that due to the poor quality of the current online photos, photos currently online will not be transferred to the new website. This means that if your museum still has not submitted a photo, there will be no image on your museum page on our website. Be sure to check with your museum board to make sure someone has sent in photos. Please email your photos to [communications@saskmuseums.org](mailto:communications@saskmuseums.org) as soon as possible to ensure that they make it on to the new website.

Here are a just a few of the many great photos we recieved of member museums over the summer:

## MORTLACH MUSEUM



## MELFORT MUSEUM



## WANUSKEWIN HERITAGE PARK



## HEPBURN MUSEUM OF WHEAT



## PRAIRIE WIND AND SILVER SAGE



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