



MUSEUMS ASSOCIATION OF SASKATCHEWAN

Annual Report



2012/2013

Presidents & Executive Directors

Presidents:

Dr. C.R. Strother-Stewart 1968-1969

Gordon Wilson 1969-1971

W.H. Howes 1971-1973

Austin Ellis 1973-1974

Malcolm Wake 1974-1976

Nancy Dillow 1976-1978

Joan Mitchell 1978-1980

Bill Martodam 1980-1982

Wayne Morgan 1982-1985

Jane Turnbull Evans 1985-1987

David Klatt 1987-1989

Richard Moldenhauer 1989-1991

Mary Mahon-Jones 1991-1992

Ingrid Cazakoff 1992-1996

Frances Westlund 1996-1997

Geri Jacques 1997-1999

Sheila Kelly 1999-2001

Katherine Fitton 2001-2003

Chad Debert 2003-2004

Brenda Barry Byrne 2004-2007

Terry Graff 2007-2008

Royce Pettyjohn 2008-2009

Céline Perillat 2009-2011

Rhonda Lamb 2011-present

Executive Directors:

Wayne Mitchell 1976-1979

Virginia Hatch 1979-1985

Gayl Hipperson 1985-1998

Lee Boyko 1998-1999

Joan Kanigan-Fairen 2000-2006

Brenda Sherring 2006-2009

Brenda Herman & Wendy Fitch 2009-2012

Wendy Fitch 2012-present

The Museums Association of Saskatchewan is a non-profit, collective organization. The Association is governed by a member-elected Board of Directors representative of the museum community.

The nine-member Board of Directors sets the direction (Ends) and priorities for the Association, while staff members are responsible for developing and implementing the programs and services to achieve the Board's Ends/priorities.

Membership in MAS is open to everyone. MAS provides learning opportunities for museums, personnel and their governing bodies. MAS is responsible for establishing the first *Standards for Museums* that now guides museum development throughout Saskatchewan.

The Association raises public awareness of museums and fosters communication among members of the museum sector. MAS represents the interests and concerns of the museum sector to all levels of government and with other relevant agencies.

Purpose

To serve museums in Saskatchewan and work for their advancement.

Vision

Saskatchewan's cultural and natural heritage will be preserved, understood and celebrated through a strong, vibrant museum community, valued and supported by society.

Statement of Philosophy

Heritage is our social and natural inheritance: the objects, ideas, places, and traditions of intrinsic value which have shaped our present and will guide our future.

We believe our collective inheritance is an asset that must be preserved, understood, and built upon by each generation.

We believe that museums, in service to society, provide stewardship for the material evidence of our human and natural inheritance and contribute to the understanding of the world and our place in it - our past, our present, and our future.

2012-2013 Membership

246 Institutional

8 Associates

197 Individuals

451 Total

Museums Association of Saskatchewan

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President's Message

"Without continual growth and progress, such words as improvement, achievement, and success have no meaning."

-- Benjamin Franklin

Last night I was pondering my message to the membership in this year's Annual Report. As I looked in our fridge to determine what to make for supper, I realized how well the Board and our staff team via our Executive Director, have been working to develop a healthy and appealing "menu" for our members over this past year. The Board, (as the meal planners) did its own work to assess what we currently have on hand, what are the most important things we need to have in the fridge and what we need to plan out a great banquet. Our Executive Director and her team (like the cooks) go through their recipe books to select what is being made and how to present the menu. Both the "meal planners" and "culinary experts" work closely together so that we provide our best for our guests, which are you our membership.

In 2012 your Board continued to focus on how we can play an enhanced role in governing of the Museums Association of Saskatchewan to develop plans to provide long-term direction.

We took back the suggestions we received from the Members' Forum last year and included your thoughts and ideas in our discussions. Your comments are greatly appreciated and help provide feedback about the direction we are going.

On the "top shelf of the fridge" we set our priorities:

a) **Board and Executive Director (ED) Relations** With the hiring of a new Executive Director last year, the Board needed to develop formal ways of providing this position with support and information to provide a high level of service to our members. The Board developed a formal tool to help assess the ED's progress and have ongoing discussions on how we can support the person in that position. We also developed an annual schedule of reviewing MAS' ENDS and Strategic Plan to provide clear and updated direction to the Executive Director.

b) **Strategic Guidance and Leadership**

We held a series of focused conversations about how the Board can provide stronger leadership to the organization beyond meeting our legal requirements. This year we have identified the Board's role in advocacy as the priority area and some initial process pieces have been developed. This work will continue into the next year.

c) **Board Competencies and Skills**

We undertook a comparative skill survey to measure if and where we have grown as a Board to better govern the Association. While we have seen positive growth, this helped us to identify skill gaps we need to develop to have a high performing and strong Board. We are also implementing a buddy system to mentor new Board members in the upcoming year.

d) **Board and Member Relations**

This year the Board attended as many network and member group meetings as possible to increase communication between the Board and our membership. We recognize that we were not able to get to everyone this year, but are



Rhonda Lamb
President of the
Board of Directors

making efforts to attend everyone's meetings based on our Board's own availability as volunteers. This will also continue, so please let us know your meeting dates as early as possible. The Board continues to inform the membership of our activities through the Quarterly Reports and Board-Member Communications on MAS' website and of course, have instituted focused conversations with our members during the Members' Forum.

The work of the Board in these areas is ongoing to improve how we serve our members and to develop long-term plans and processes to give the organization a firm foundation. It is like ensuring that we have all the supplies on hand for our chefs so that they can work hard in the kitchen with everything they need.

I would like to take this time to acknowledge the 2012 Board for their work and commitment to this process over the past year. They have been a tremendous team that has been dedicated to a positive future for MAS. I would like to also acknowledge two Board members who needed to step down from the Board due to unforeseen circumstances. Don Stein and Flo Miller both brought experience, insight and perspectives to the Board table and their contributions were very much appreciated.

I would also like to acknowledge our Executive Director, Wendy Fitch for her continuing dedication and commitment to MAS and willingness to work with the Board as we worked together through her first year in this new role.

Our thanks also go to our funders, Saskatchewan Lotteries Trust through SaskCulture and the Department of Canadian Heritage through the Museums Assistance Program for their continued support of MAS and its programs.

Finally, I would like to thank the membership. Your continued support of the Museums Association in Saskatchewan and the work you do in your communities ensures that our stories continue to be shared and helps to bring the relevance of heritage to the public. Continue to tell your stories and preserve the story of our province.

On behalf of the Board, I thank you all....I hope you are looking forward to seeing what comes to the table in the future.

Rhonda Lamb
President

Executive Director's Message

As I reflect on the past year I marvel at the progress we've made in 12 short months. The work done by both Board and staff in the previous year provided us with clear direction for moving forward in all areas.

An operational plan was developed, by staff, which corresponds to the ENDS and goals articulated for the Association by the members and the Board of Directors. We will now be able ensure that everything we do corresponds to the strategic plan. Equally important the operational plan includes measurable indicators meaning we will know just how far along the path we've gone. Plans have begun on a new collections management project which had been identified as an objective in the strategic plan. Another strategic objective was the re-introduction of the Museums Advisory position which was met with the hiring of May-Lin Polk in July, 2012.

As you read this annual report you will find additional evidence of how our activities during the past year are moving us toward our strategic goals. For example, this year saw MAS begin a concerted, albeit low cost, effort to increase public awareness of the value of museums within the province as 'Treasures for the Mind.' We continued to expand our online presence with a reintroduced Facebook page and a new Blog spot, as well as, new online learning opportunities.

In addition to new initiatives MAS continues to provide a wide range of programs and services, described elsewhere in this report, which together move us toward achieving our strategic goals.

I would like to take this opportunity to thank all of the Association's volunteers for their dedication over the past year. Whether as committee members, Learning Collective Representatives, or Networkers your hard work and commitment truly make a difference in the ultimate success of MAS. I would especially like to thank the Board of Directors for their hard work and support over the past year. I have enjoyed working with them, and appreciate all the time and energy they have given to ensuring the Association continues to move forward. I would also like to take this opportunity to recognize and thank my wonderful team: Brenda, May-Lin, Brittany, Ele, and Dan for all their hard work and enthusiasm.

Finally, I would like to thank SaskCulture for their support and the annual funding we receive through SaskLotteries Trust. MAS would also



Wendy Fitch
Co-Manager and
Director of Museum
Development

like to thank the Museums Assistance Program of the Department of Canadian Heritage for their financial support for many of our professional development projects.

I'm excited about the future of MAS and the potential it holds. I feel that all of the pieces of the puzzle are falling into place - the next few years are going to be both exciting and challenging. We all need to be open and responsive to change - willing to challenge how and what we do always with our mandate upper most in our minds - 'to serve museums in Saskatchewan and work for their advancement.'

Wendy Fitch
Executive Director



*Top row: Dan Holbrow, Brittany Knudsen,
May-Lin Polk, Ele Radbourne
Bottom row: Brenda Herman, Wendy Fitch*

Board Members as of March 31, 2013

Directors



Heather Englebert
Western Development
Museum Curatorial Centre
Saskatoon



Joan Searle
Mortlach Museum and
Drop in Centre
Mortlach



Carol Peterson
Deep South
Pioneer Museum
Ogema



Stephanie Kaduck
Swift Current Museum
Swift Current



Robert Hubick
Regina



Donald Stein
Godfrey Dean Art Gallery
Yorkton
(to August 2012)



Flo Miller
Motherwell Homestead
Abernethy
(to Sept 2012)



Chad Debert
Government House
Regina
(Sept 2012 — current)

President



Rhonda Lamb
RCMP Historical
Collections Unit
Regina

Vice President



Crystal Craig
Ancient Echoes
Interpretive Centre
Herschel

During 2012/13 MAS focused on building new and enhancing existing relationships with both internal and external stakeholders. Strong, positive relationships are seen as the foundation for being recognized as the strong collective voice for museums in Saskatchewan.

The key provincial organizations for MAS to work with have been identified as: SaskCulture, Heritage Saskatchewan, SK Archives Board, SK Council of Archives and Archivists (SCAA), SK Heritage Foundation, SK Arts Alliance (SAA), Tourism SK and SK Network of Non-profit Organizations (SNNO). The working relationship MAS has with each and its value to the Association enhances the ability of the Association to speak on behalf of museum sector in Saskatchewan. Federally, MAS works with the Canadian Heritage Information Network, Canadian Conservation Institute, and the Canadian Museums Association. MAS has also begun to develop stronger ties with the 12 other provincial/territorial museums associations.

MAS staff also participated in a number of member events including the official opening of the new Briercrest Museum, the designation of the Humboldt Post Office (Humboldt & District Museum & Gallery) as a Provincial Historic Site, and the Grand Coteau Centre's 80th Anniversary Buffalo Banquet.

Board of Directors

MAS is a member driven organization governed by an elected 9 member Board of Directors which governs according to the principles of policy governance. During 2012-2013 the Board met six times and has been diligent in ensuring it provided strategic guidance and leadership to the Association through the development and monitoring of the Global ENDS policy and the MAS strategic plan. As well the Board assessed its own skill set which has led to the development of a developmental plan for the Board. In addition the Board has strengthened the Board Executive Director relationship through the development and implementation of a performance management/professional development tool for the position. The Board has focused on the relationship between itself and the membership during 2012/13. The Member Forum at the MAS conference as well as attendance at member group meetings enabled the Board discuss a variety of topics with members. Regular communications of Board activities through the Quarterly Reports and Board meeting summaries continued during the year.

Member Groups

Member groups enable members to come together to share ideas, concerns and solutions. They are a mechanism for members to develop a stronger sense of ownership in their Association.

In 2012-13 MAS continued to support two forms of member groups, regional networks and discipline specific learning collectives, both of which were established to facilitate member interaction.

Networks

Networks are regionally, self-determined MAS member groups. Each Network determines its own agendas as well as its own goals and priorities. Meeting twice a year – spring and fall – Networks provide members with opportunities to: share information, ideas, and concerns; work together; and acquire new skills and knowledge. Networks facilitate communications between museums within their own Network; between Networks within Saskatchewan; and between the MAS Board, staff, and Network members. Each Network's activities are co-ordinated by a volunteer Networker, often with the assistance of a Co-Networker.

In 2012, the number of active networks decreased to 10 from 11. The number of MAS members participating in the network program last year was 121, approximately 50% of MAS institutional members.

In 2012-2013, 14 Network volunteers gave their time. The Networkers and Co-Networkers met as a group once in the past year. The spring meeting was held on May 31st in Melfort prior to the MAS Conference and annual general meeting.

Learning Collectives

The Learning Collectives (formerly Special Interest Groups) are primarily designed for mid-level to advanced museum professionals, but are open to all interested MAS members. It is comprised of groups of members with a shared interest in a particular area of museum practice.

Learning Collectives provide opportunities for individual and organizational development and professional exchange. The groups include Collections Management; Conservation; Exhibits; Family of National Historic Sites; First Nations, Métis, and Inuit; Managers and Directors; and Programmers. These groups also propose subjects and facilitators for professional development opportunities. This year we offered four advanced-level workshops, online and in communities around the province. The workshops covered a wide range of topics, and featured expert instructors, both local and international.

Programmers: This Learning Collective focuses on contemporary practices and theory in developing and delivering education and programming for diverse audiences. The programming encompasses a range of approaches including more formal activities for school groups, families and professionals, and informal self-directed learning opportunities for all ages.

Managers and Directors: The Museum Managers/Directors group is composed of executive directors, director/curators, business managers and human resource managers from institutions with a minimum

of one paid staff person. Included in this group are managers/directors of organizations affiliated with museums, such as Friends groups.

Family of National Historic Sites: The Family of National Historic Sites of Canada (NHSC) are special places designated by the Historic Sites and Monument Board of Canada (HSMBC) to be of national significance and are part of the system of National Historic Sites. Those sites not owned or operated by Parks Canada are commonly referred to as the extended Family of NHSC or “the Family”.

Collections Management: The members of this Learning Collective are dedicated to the accurate documentation, standardization, and overall management, of permanent collections; members consist of registrars, collections managers, museum volunteers or staff with broader responsibilities, who want to be involved in the issues and concerns relating to the preservation of collections through research and documentation. A key topic of discussion has been the ongoing advancements of computerized collection management systems and ways in which to keep abreast of new technologies.

First Nations, Métis and Inuit: This Learning Collective is a group specifically designed for First Nations, Métis and Inuit individuals interested in and/or working in the arts, culture and heritage field. It includes organizations, individuals, and those working at a grassroots level. The Learning Collective serves as a liaison between the Museums Association of Saskatchewan and First Nations, Métis, and Inuit communities/organizations. It supports established heritage sites, communities that want to develop heritage sites, and those concerned and active in cultural heritage issues.

Conservators: The members of this Learning Collective are dedicated to the safe preservation of collections either as

- a) professional conservators,
- b) other museum personnel (involved in collection preservation) interested in increasing their level of knowledge and standards for care.

To best care for collections, it is vital for involved museum personnel to have access to conservation professionals who can guide decisions using current scientific research and best proven practises. Thus, the Conservation Learning Collective aims to meet two levels of need:

- 1) To provide ongoing professional development support to conservators (qualified through their experience and training) to help them remain current and increase their level of expertise in their fields.
- 2) To provide a network and resource for conservators and for other museum personnel actively involved in collection care, through which information can be exchanged and expert opinion and information can be accessed.

Exhibits: This Learning Collective group is for museum professionals in exhibit planning, design, and fabrication. It also includes museum volunteers and staff interested in improving their knowledge and practices related to exhibits. Topics of interest include all exhibit-related aspects of museum operations, including (but not limited to) design and fabrication, accessibility, visitor engagement, and interactivity.

In order to create greater public awareness and understanding of the past, present, and future impact of Saskatchewan's heritage, within the resources available, MAS has undertaken a variety of actions directed at different audiences.

During this year MAS has increased by 3 times its investment in multiplatform, paid advertisements. This includes ads in: Prairies North magazine & website, Urban Voice, Leader Post/Star Phoenix (Culture Days, Heritage Week & Volunteer Week), and Southern Saskatchewan Vacation Guide. In addition to the two ads, the ED wrote an article for SUMA's Urban Voice magazine's heritage issue. MAS has also purchased a 'vehicle wrap' for the MAS lease car where the Association name, logo, website address and tag line "Treasures for the Mind" have been applied to the car as a type of traveling ad. This is expected to provide considerable exposure over the course of the lease agreement as the car travels throughout the province.

Website Stats

April 1, 2012 – March 30, 2013

22,719 visits (up 5,290 from last year)

58.13% new visits (up .25% from last year)

Top 3 Countries: Canada, United States, United Kingdom

MAS also hosted a booth at a number of events including the SUMA tradeshow, Saskatoon Heritage Fair held at the WDM - which drew over 2000 visitors, and the Heritage Saskatchewan Forum. Having a booth at these events enabled MAS to raise the profile of both the Association and our members with a broad cross-section of the general public.

Also this year, MAS has dramatically increased its on-line presence. This has been necessary in order to adapt to the changing way in which people look for information. MAS is trying to manage these changes so that those members who are unable to access electronic communications are not left behind while at the same time meeting the needs of those who have embraced the new modes of communication. MAS also remains mindful of the fact that many members live in rural areas where high-speed internet access does not exist. MAS continues provide key documents by mail such as the Annual Report, Education Calendar and Quarterly Reports.

In January, 2013 MAS launched its Facebook page and a Blog. The Facebook page contains the events listings and is very accessible to the general public. The Blog, on the other hand, is more focused on providing informative pieces for MAS members. What both of these have in common is a level of interactivity where readers are encouraged to comment on or ask questions about what they have read on the site.

Advertising

3x more
ads than
2011/12!



LeaderPost Urban Voice Prairies North
Southern SK Vacation Guide Heritage SK Forum Booklet

Promotional ads for MAS from April 1, 2012 to March 30, 2013



Core Communication Tools

MAS maintained the publication of *The Megaphone*, which features member and MAS activities, and is published on MAS' website and emailed to members on a monthly basis. Archived copies of Megaphone are also located on our website.

Topics included:

- Taking a Look into the Past – Wishart removes a time capsule from their Stone Church as part of a restoration process.
- Raising Awareness about Archaeology – Saskatchewan Archaeological Society informed us of their Archaeocaravan Museum Program.
- Digitizing Collections – Saskatchewan History Online (SHO) released a preview version of their new Saskatchewan cultural heritage digital portal.
- Wedding Celebrations – The Melville Heritage Museum celebrated their first wedding ceremony in the museum.
- 3rd annual LUGO – The Mendel Art Gallery hosted this massive party, fundraiser and friend-raiser, bringing new audiences to the gallery for the third year in a row.

E-Phemera, MAS' e-newsletter, features time-sensitive events and opportunities which are highlights of our website. It is produced weekly and is distributed widely via email and is published on MAS' website. Archived copies of E-Phemera are also located on our website.

MAS Board & Staff Quarterly Report a publication requested by members to inform them of Board and MAS activities, was published and mailed to members, as well as being posted to the MAS website. This annual report comprises the fourth quarterly report for the current fiscal year.

MAS website, www.saskmuseums.org, was updated regularly on a weekly basis. The E-Phemera, Megaphone and Education Calendar were all posted to the website regularly.

MAS Blog, blog launched January 2013, was developed as a new way to engage our membership and to facilitate learning. The hope was to create an avenue for the membership to learn more about the Board and staff and the goings on of the association in general. The blog has been kept up to date with posts scheduled on a weekly basis.

Topics included:

- What is Your Summer Student Program Like?
- Spring Preparations for Your Site
- Facebook Basics – a 4 part series
- Encapsulation
- Just Say "No" to Lamination
- MAS Staff Series

MAS Facebook, social media account launched January 2013, was created as a promotional tool for members to share their events as well as a place to share heritage and museum-related articles and helpful information. The page is monitored daily during the work week.

Communications Highlights

Facebook page launched January 2013.

Blog launched January 2013.

Awareness was increased by purchasing 3 times the amount of ads (print and web), promotional items and a car wrap for the MAS car.

Promotional items such as pens, notepads and travel mugs are available for purchase on the Publications Centre website: <http://www.publications.gov.sk.ca/mas>

Purchased a touch tablet for use at conferences, symposiums and trade shows.

MAS Conference and Annual General Meeting

MAS held its 2012 Conference and AGM at the Kerry Vickar Centre from May 31st to June 2 in Melfort. The theme was "Museums in a Technological World".

The conference started off on Thursday, May 31st with a welcome reception at the Travelodge. Kevin Phillip, the MLA from Melfort and Mayor, Doug Terry brought greetings.

Our keynote speaker, Taron Cochrane, kicked off the presentations on Friday morning, June 1st with his keynote presentation on "The Symphony of Social Media". The rest of the day continued with concurrent sessions that participants were able to choose from. Topics included virtual museums, having an online presence, geomodelling, smartboards and the digitization of archival collections.

Prior to the banquet that evening, the Board and staff surprised Brenda Herman, Director of Finance and Wendy Fitch, Executive Director, with a celebration of their 25 years of service to MAS. The banquet continued with a supper, door prize draws and a performance from Melfort Amateur Dramatics Inc of "Love Letters" a prairie romance.

On the final day, Saturday, June 2nd, the morning included a member forum where the Board addressed questions from the membership and the AGM. To wrap up the conference, members had the opportunity to have a tour of the Melfort Museum.



The Board at the MAS AGM, June 2, 2012, Kerry Vickar Centre, Melfort

Wendy Fitch,
Executive Director (left)
and Brittany Knudsen,
Communications
Coordinator (right) at
the SUMA Convention,
February 4 & 5, 2013,
Saskatoon



In order to affect positive change on behalf of the museum sector in Saskatchewan MAS undertakes a variety of advocacy activities. For MAS, advocacy is, fundamentally, about building positive relationships with decision makers in order to achieve desired goals. This process has begun with several categories of stakeholder including: funders, governments, provincial non-profits and federal non-profits. In some cases this has been done because the stakeholder group is the decision maker (governments and funders) and in other cases because the stakeholder group is a potential partner in advocacy, public engagement or capacity development. The other way that MAS is laying the groundwork for future targeted advocacy activities is through a variety of activities all focused on increasing public awareness of the role and value of museums.

Partnerships

MAS is partnering on an increasing number of projects with other organizations, as indicated in the following chart.

Project	Partner(s)	Timeframe
National History Education Network 'Unconference'	The History Education Network/Histoire et Éducation en Réseau (THEN/HiER)	April 11 & 12, 2012
Family of National Historic Sites Learning Collective	Parks Canada	On-going
Eco-Museums Project	Royal Saskatchewan Museum, SaskCulture, Heritage Saskatchewan	On-going
Saskatchewan Best Practices/Standards for Visual Arts & Crafts Sector	CARFAC Sask, Saskatchewan Arts Alliance, Saskatchewan Arts Board, SaskCulture, Saskatchewan Professional Art Galleries Association, Saskatchewan Craft Council, OSAC, CARFAC National, National Association for the Visual Arts – Australia	On-going
Conservation workshops	Saskatchewan Council of Archives and Archivists	On-going

Advocacy Activities

- Representatives of MAS Board and staff participated in the Canadian Museums Association Conference, April 23rd to 26th, SaskCulture Gathering, October 26th and 27th, Saskatchewan Network of Non-Profit Organizations Summit, November 5th and 6th, Tourism Saskatchewan Host Conference Dec 10th and 11th, and Heritage Saskatchewan Forum and AGM, February 22nd and 23rd.
- MAS continues as a member of Heritage Saskatchewan ensuring the Association's contribution on issues relevant to the Saskatchewan museum sector. This included participating in a Municipal Engagement meeting, September 21st, and two Provincial Engagement sessions, October 25th and February 22nd.
- Representatives of MAS Board and staff participated in two consultation sessions with Canadian Museum of Civilization staff November 28th and January 15th regarding the transformation of the CMC into the Canadian Museum of History.
- MAS hosted a booth at the SUMA Convention, February 4th and 5th.
- MAS Executive Director participated in the Canadian Heritage Information Network sponsored meeting of provincial and territorial museums associations, June 6th to 9th in Ottawa. Along with the meeting with CHIN were meetings with the Canadian Conservation Institute, Museums Assistance Program and the Canadian Museums Association. A follow-up conference call of the provincial/territorial museums associations took place in January.

It's been another busy year in museum development. The addition of our new Museums Advisor, May-Lin Polk, to the staff has enabled us to offer a broader range of programs to support our members. We've forged ahead with online course development offering both our Museums 101 and Museums and the Community courses online for the first time, and redeveloped several of our existing programs, for example, the Museums and Education course in our Certificate Program in Community Museum Studies.

As always, our programming is based on the input we receive from our members. This allows us to plan programming that they can use. Moving forward, we'll continue to strive for member-driven programming that serves the needs of Saskatchewan's museum community.

Certificate in Community Museum Studies Program



“The hands-on aspects of the course were very engaging. The whole course was very informative and thoroughly enjoyable. —CP Participant”

The Certificate Program in Community Museum Studies provides Saskatchewan's museums with affordable training in basic museum operations. It consists of ten courses, each designed to equip learners with the knowledge, skills, and standards of excellence needed to operate a successful public museum.

The courses include Museums 101, Organization and Management, Museums and the Community, Collections Management, Care of Collections, Exhibit Design and Planning, Museums and Education, Marketing the Museum, Volunteer Management, and Research. You can find more details in our newly updated Program Guide, which outlines the goals and content of the Certificate Program and each of its courses.

This year, we offered a number of courses online, including our newly-developed online version of Museums and the Community, and 2 sessions of Museums 101. We're in the process of adapting our Museums and Education course as well, and are planning to offer it spring, 2013.

We continue to offer in-person workshops too. We've revised and updated our Museums and Education course, offered spring, 2013 in Lloydminster. We also offered our Care of Collections course, with instructors Mark Anderson and Jane Dalley, in Melville last fall.

Standards: Tools for Good Governance

Standards for Saskatchewan Museums are more than a book of museum guidelines. The standards provide a model for achievable excellence in all aspects of museum operations, and a set of operational goals and guidelines. They're designed to be relevant in all of our member institutions, and to provide relevant, useful, and practical information to enable museums to be the best they can be.

That's why we offer *Standards: Tools for Good Governance*, a workshop that introduces museum boards to the standards and demonstrates how standards can help museums work better. This year, four museum boards participated in the program, and had community trainers come to their community to deliver the one-day workshop.

Because demand for this course has outstripped our ability to offer it, we're looking at ways to offer this program more efficiently, so this program will reach more museums than ever before.



May-Lin Polk, Museums Advisor, in a MAS advertisement for the Care of Collections course, November 29 & 30, 2012, Melville

Advanced Workshops

“The general content of the course was very engaging. Activities involved were beneficial... The instructor is well informed and versed in the subject matter and participants were ready to contribute to dialogue. —Workshop participant”

In 2012-13, we were able to offer a variety of workshops aimed at mid- to advanced-level museum professionals. We're pleased with the number of registrations and the overwhelmingly positive feedback we received, which suggest that these programs met the needs of many of our members.

Museum consultant, curator, and artist Audrey Dreaver presented *Projectile Points in Cultural Perspective*, in which participants learned about developing exhibits by beginning with the indigenous knowledge needed to develop, make, and effectively use projectile points. The workshop equipped the participants to provide a stronger, more historically accurate account of the role of projectile points in Aboriginal cultures, as well as adding depth, interest, and educational value to their projectile point exhibits.

We also held *Mould Management and Remediation*. In this workshop, Jane Dalley of Dalley Froggat Heritage Conservation Services taught participants what they can do to prevent mould in their buildings and collections, and how to handle mould outbreaks when they occur. We were able to offer this workshop twice—once in Prince Albert, and once in Swift Current—enabling museum staff and volunteers from more communities to participate.

Projectile Points in Cultural Perspective, presented by Audrey Dreaver, September 7, 2012, Clayton McLain Memorial Museum, Cut Knife



Finally, we were pleased to present the Canadian Conservation Institute's course on Care and Handling of Photographic Materials. This valuable course introduced participants to best practices in identifying and preserving a broad range of photographic materials, teaching them about agents and mechanisms of deterioration and techniques for storing and handling photographic collections.

Museums and Sustainability Initiative

Sustainability—whether environmental, social, economic, or cultural—is one of the most significant issues facing us today. We're doing our best to promote discussion of sustainability, raise awareness about best practices in sustainability, and recognize our members' efforts toward greater sustainability through the Museums and Sustainability Initiative.

This year, our efforts have focused on two key areas: our *Museums and Sustainability: The Economy* publication, and preparing for our symposium, *Educating for Sustainability*.

Museums and Sustainability: The Economy showcases the Saskatchewan museums community's efforts toward economic sustainability—their own, and their communities'. It features stories from a range of museums and related groups around the province. These stories demonstrate that museums are efficient, effective, and innovative with the resources they have; but they also show how museums contribute to the economic well-being of the communities of which they form a part.

Educating for Sustainability is a one-day symposium, held on May 23, which featured workshops that both discuss and demonstrate techniques that museums and their communities can use to cultivate understanding and engagement around sustainability issues. Royal Saskatchewan Museum Curator of Human Ecology Glenn Sutter and museum consultant and educator Marni Gittleman offered informative, innovative sessions on topics like community engagement and values-based programming.



**Educating for Sustainability
Symposium**

Advisory Services

Based on the foundation of *Standards for Saskatchewan Museums*, Advisory Services assists MAS institutional members with achieving their goals. Advisory consultations can be in the form of telephone calls, emails, referrals, and/or site visits.

In 2012-2013, Advisory Services was again full capacity through the hiring of May-Lin Polk as the Museums Advisor in July, 2012. She fielded 88 advisory requests, one of which was a site visit. To ensure that members are getting information through various avenues concerning numerous topics, May-Lin has been a contributor to the MAS Blog. Participation in the Blog allows Advisory Services to be visible with the members as well as provide timely information. Also new to Advisory Services was the start of the Tip-Sheet publications. To be published twice a year, Tip-Sheets are to provide in-depth information concerning museological topics. MAS completed its first printing of the Tip-Sheet about Provenance in March. The Tip-Sheet was provided to all institutional members by mail.

Resource Library

The MAS library is a great source of information and resources for all aspects of museum work. Containing over 1600 items, including many new resources added this year, and is full of best practices, case studies, and practical knowledge that can benefit your museum. Current categories in the Resource Library range from Accreditation to Technology. Many new items were purchased this year, including a subscription to the journal *Museum Management and Curatorship*.

Revitalized this year was the Environmental Monitoring Equipment Loan Program. New equipment and cases were purchased in December 2012; equipment purchased included two HOBO U14 Data Loggers and two Elsec 765C UV + Logger. Depending on the borrowers needs, either one of the devices will be sent out for use. The HOBO U14 monitors and records relative humidity and temperatures while the Elsec 765C monitors and records UV, visible light, relative humidity, and temperature. An accompanying manual for equipment operation was also created. The Museums Advisory serves as the focal point of this program as the equipment purchased needs to be set-up before sending to borrowing institutions, making it a relatively simple procedure for them to use once received.

Resource Library New Books



*Myrna Kissick,
Treasurer for
the Kerrobert &
District Museum
during an Advisory
visit.*

Learning Collective Representatives

As of March 30, 2013

Conservation

Brenda Smith,
MacKenzie Art Gallery

Alyssa Becker-Burns
Royal Saskatchewan Museum

Collections Management

Diane Lara,
Moose Jaw Museum & Art Gallery

Daniel Stewart,
Western Development Museum

Education & Public Programs

Stephanie Kaduck,
Swift Current Museum

Exhibits

Marlon Janzen,
Royal Saskatchewan Museum

John Snell,
Royal Saskatchewan Museum

Saskatchewan First Peoples

Delbert Pasqua,
Pasqua First Nations Interpretive Centre

Family of National Historic Sites

Janette Hamilton,
Saskatchewan Provincial Parks

Jennifer Hoesgen,
Humboldt & District Museum & Gallery

Directors/Managers

Michael Brokop
Chapel Museum & Art Gallery, North Battleford

Staff

Dan Holbrow,
Museums Association of Saskatchewan

Network Representatives

As of March 30, 2013

Quill Plains Museums Network

Belinda Riehl-Fitzsimmons,
Allen Community Museum

North East Museums Network

Max Meier,
Star City Heritage Museum

Michelle Taylor,
Prince Albert Historical Museum

North West Museums Network

Gwen Zweifel,
Frenchman Butte Museum

Dorothy Schwartz,
Maidstone & District Museum

Prairie Trails Museums Network

Heather Wilson,
Morse Museum & Cultural Centre

Rachel Wormsbecher,
Swift Current Museum

Qu'Appelle Valley Museums Network

Linda Kort,
Indian Head Museum Society

Seneca Root Regional Museums Network

Yvonne Hotzak,
Ft. Pelly Livingston Museum

South Central Museums Network

Terri Topola,
Assiniboia & District Museum

South East Museums Network

Alice Neufeld,
Signal Hill Arts Centre

West Central Museums Network

Norman Wiggins,
Kindersley & District Museum

Verna Thompson,
Prairie West Historical Centre

Moose Jaw Museums Network

Joan Maier,
Moose Jaw Museum & Art Gallery

Parkland Museums Network

Anthony Jordon,
Moosomin Regional Museum

Staff

May-Lin Polk,
Museums Association of Saskatchewan

Museums and Sustainability Committee

Gailmarie Anderson,
Melfort & District Museum / City of Melfort

Heather Englebert,
Western Development Museum, Saskatoon

Dr. Glenn Sutter,
Royal Saskatchewan Museum

Staff
Dan Holbrow,
Museums Association of Saskatchewan

Audit Committee

As of March 30, 2013

Robert Hubick
Carol Peterson (Chair)

Staff
Brenda Herman,
Museums Association of Saskatchewan

Graduate of the Certificate in Community Museum Studies Program

As of March 30, 2013

Heather Wilson-Gerbrandt

Staff

As of March 30, 2013

Brenda Herman
Director of Finance

Wendy Fitch
Executive Director

Brittany Knudsen
Communications Coordinator

Daniel Holbrow
Professional Development Coordinator

Ele Radbourne
Administrative Assistant

May-Lin Polk
Museums Advisor
(June 2012 - present)

Thank you to our volunteers who provided many hours to help make our programs a success!



*Humboldt Provincial
Historic Site
designation
ceremony, attended
by MAS Executive
Director, Wendy Fitch,
September 20, 2012*

Management's Responsibility

To the Members of Museums Association of Saskatchewan:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors and Audit Committee are composed of Directors who are neither management nor employees of the Association. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Audit Committee has the responsibility of meeting with management and external auditors to discuss the internal controls over the financial reporting process, auditing matters and financial reporting issues. The Committee is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP, an independent firm of Chartered Accountants, is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Committee and management to discuss their audit findings.

May 10, 2013



Brenda Herman, Director of Finance

Auditor's Report

To the Members of Museums Association of Saskatchewan Inc.:

The accompanying summary financial statements, which comprise the summary statement of financial position as at March 31, 2013, and summary statement of revenues, expenditures and surplus for the year then ended, are derived from the complete financial statements of Museums Association of Saskatchewan Inc. as at and for the year ended March 31, 2013. We expressed an unmodified opinion on those financial statements in our audit report dated May 10, 2013.

These summary financial statements do not contain all the disclosures required by Canadian accounting standards for not-for-profit organizations. Reading the summary financial statements, therefore, is not a substitute for reading the audited financial statements of the Museums Association of Saskatchewan Inc.

Management's Responsibility for the Summary Financial Statements

The fair summarization of the complete financial statements is the responsibility of management.

Auditor's Responsibility

Our responsibility is to express an opinion on the summary financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standards (CAS 810), "Engagements to Report on Summary Financial Statements."

Opinion

In our opinion, the summary financial statements derived from the audited financial statements of Museums Association of Saskatchewan Inc. as at and for the year ended March 31, 2013 are a fair summary of those financial statements, in accordance with Canadian accounting standards for not-for-profit organizations.

Regina, Saskatchewan
May 10, 2013



Chartered Accountants

Museums Association of Saskatchewan

Summarized Statement of Financial Position

As at March 31, 2013

	2013	2012
Assets		
Cash and short-term investments	495,368	253,524
Accounts receivable	7,937	8,366
Prepaid expenses and deposits	5,924	4,970
	509,229	266,860
Investments	104,655	103,289
Capital assets	3,288	2,727
	617,172	372,876
Liabilities		
Accounts payable and accrued liabilities	9,331	37,398
Vacation Payable	26,036	27,437
Unearned revenue	239,662	-
	275,029	64,835
Net Assets		
General reserve	110,732	110,732
Investment in capital assets	3,288	2,727
Surplus	228,122	194,582
	342,143	308,041
	617,172	372,876

Summarized Statement of Revenues, Expenditures and Surplus

For the year ended March 31, 2013

	2013	2012
Revenue		
Grants from Saskatchewan Lotteries Trust	465,363	441,444
Other grants/partnerships	58,755	80,559
Self generated	36,878	38,420
Total revenues	560,996	560,423
Expenditures (Schedule 1)	526,894	529,774
Excess of revenues over expenditures for the period	34,102	30,649

Detailed financial statements are available on request.

Museums Association of Saskatchewan
Summarized Schedule 1 – Expenditures by Division
For the year ended March 31, 2013

	2013	2012
Governance	27,336	39,799
Administrative Services	126,068	113,324
Advocacy		
Professional/Government relations	7,135	5,397
Salaries/benefits	33,248	17,287
Total Advocacy	40,383	22,684
Communications		
Membership Relations	17,844	24,081
Public Relations	15,953	14,313
Salaries/benefits	58,929	41,825
Overhead	8,304	8,262
Total Communications	101,030	88,481
Museum Development		
Education	53,658	94,080
Museums and Sustainability	10,135	12,785
Resource library and materials	3,969	3,030
Advisory Services	3,055	-
Member funding	5,553	4,500
Salaries/benefits	133,968	130,377
Overhead	21,739	20,714
Total Museum Development	232,078	265,486
Total Expenditures by Division	526,895	529,774

Detailed financial statements are available on request.

Acknowledgements

MAS gratefully acknowledges its major funding agencies for their financial support: The Saskatchewan Lotteries Trust Fund administered through SaskCulture; and The Museums Assistance Program through the Department of Canadian Heritage.

We recognize and thank all of the leaders of member groups, workshops and courses.

Thank you to all our hosting institutions for providing comfortable meeting space, hospitality, and assistance with local arrangements.

Thank you to those who provided in-kind donations of time and expertise for professional development projects.

The Association also thanks the government bodies, organizations, agencies, companies and individuals that have worked so hard to help the Museums Association of Saskatchewan assist museums to achieve their mandates and to be the best that they can be.

MAS especially acknowledges the contributions of the many volunteers and staff who are dedicated to serving museums throughout Saskatchewan.

We thank all organizations, businesses and individuals for contributing to the success of our activities in 2012-13.



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