



# Staff Report to Council - for Information

**Title:** Museum Expansion Study Report 2024

**From:** Cathy McGirr, Director of Museum and Cultural Services

**Date:** April 18, 2024

## Report Purpose:

This report is for information.

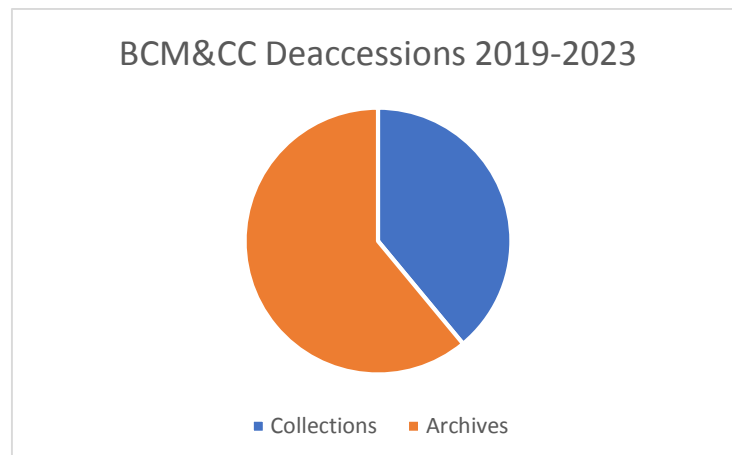
## Report Summary:

This report and attached study provide background information, current situational analysis as well as potential solutions and recommendations for a future museum expansion.

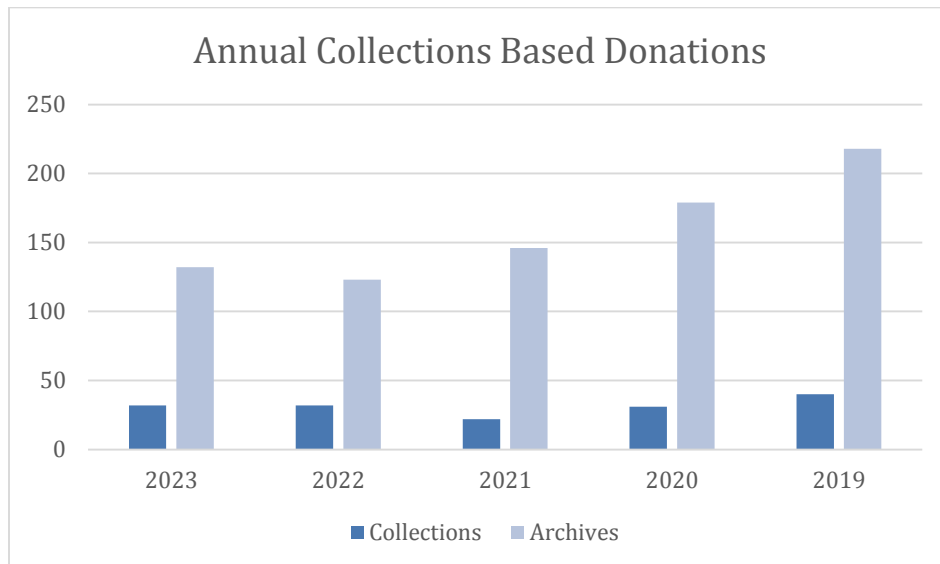
## Background:

The museum expansion plan continues to be a major initiative in the Museum Business Plan. The expansion remains a priority since the purpose and need for space is unchanged since the original Accommodation Plan in 2016. The expansion is in alignment with both the museum's and County's strategic plan and specifically supports the County's values of Excellence and Welcoming Community, Community and Partnership, and Culture and Capacity. The expansion positions the museum for further growth and strengthening overall community engagement.

Ongoing efforts by staff to continuously manage and hone the collection have resulted in the deaccessioning of 1,300 plus artifacts from the collections between 2019-2023.



While careful consideration in the acceptance of donations meeting the collecting plan requirements and mandate for archives and collection are top of mind, the rate of donations has been steady over the last few years. Average annual accessioning to collections is approximately 30 objects with archival materials averaging 150. Archival donations usually consist of multiple materials per donation.



Staff continue to proactively manage the collection through deaccessioning and re-housing to optimize the space, however, many areas within the collection and archives have reached capacity and we expect collections to be full by mid-2024 resulting in a collections moratorium and anticipate full capacity within Archives by 2029. It is also important to note that this only includes the collection storage on site at 33 Victoria St. N., in Southampton and does not address the offsite storage locations.

## Archives & Collections Capacity Overview, 2024

2008-2020	2023	2024	2027	2029
<p>Agricultural Implements at full capacity since 2008, Furniture at full capacity since 2017</p> <p><b>2021</b></p> <p>Collections medium &amp; large objects (baby carriages, logging tools, floor radios, etc.) now at full capacity, Archives volumes (municipal tax rolls, etc.) now at full capacity, Paintings now at full capacity (offsite storage required for Weinstein Collection)</p>	<p>Collections Large Textiles at capacity.</p>	<p>Collections smaller 18" x 36" objects (housewares, medical instruments, cameras, toys, clothing, glassware, personal items, etc.) will reach full capacity</p>	<p>Archives oversize single sheet items (large photographs, maps, architectural drawings, posters, etc.) will reach full capacity</p>	<p>Archives standard size records (correspondence, diaries, minute books, photographs, research files, etc.) will reach full capacity</p>

NOTE: By 2024, the Collections will be completely full. By 2029, the Archives will be completely full. Unless additional storage areas are acquired, a collections moratorium will begin and the Museum will no longer be able to accept donations.

**Financial/Staffing/Legal/IT Considerations:**

There are no staffing/legal/IT considerations with this report. Financial considerations are part of the 2024 museum budget.

**Interdepartmental Consultation:**

Interdepartmental consultation has occurred with the Office of the CAO (CAO and DCAO).

**Link to Strategic Goals and Objectives:**

Community and Partnerships - Build a strong and inclusive community

**Link to Departmental Plan Goals and Objectives, if any:**

Museum Strategic Plan

Goal 1. Expanding role as a Community Hub for the entire County

**Report Author:**

Cathy McGirr, Director, Museum & Cultural Services

**Approved for Submission:**

Christine MacDonald, Chief Administrative Officer