Volunteer Meeting Minutes 5 November 2021

**Events and activities**

* The seminar series of lectures from 11-14 October was well attended
* QAVS presentation 20 October – a selection of the pictures from the event will be available on the volunteer portal shortly
* L2F procession on 23 October 11-11.30 am. Thank you to paul and Barbara for representing EDH. Picture available on the portal shortly.

Future Events

6-8 November Jigsaw sale

19 November 11am Tour of cathedral close by Michael Hawkes, tickets £5

25 November 6pm Book launch, On the Other side of the Sky, by Hugh Ashton Tickets £7.50 which will include mulled wine and mince pie

9 November New art exhibition by Ray Blundell

1, 7 December 7pm Dressing a Georgian Lady by Pat Empsall tickets £9 to include mulled wine and mince pie. 1st Dec fully booked

10 December 7.30pm Lunar lecture on zoom, Florence Nightingale: A Reluctant Life in Portraits by Natasha McEnroe Tickets £6

11 December Dr Darwin’s Birthday bash – free entry to museum

7 January 2pm Dressing a Georgian lady

Currently organising the lunar lectures for 2022

**Museum matters**

Pin on badges are now available on the desk for the children’s garden trail – in the pink folder. The trail is made up of laminated sheets attached to the plants in the garden.

We need one volunteer to assist on the evening events with refreshments – a sign up sheet will with the rota.

Winter hours start from the change of the clocks- we now open Thursday to Monday 11am to 4pm, last entry 3.15pm.

We have appeared in numerous places this month in articles and adverts including

* Jigsaw sale – Express and Star, city Life, Chronicle
* Garden award – City life
* Ghosts – Telegraph Saturday supplement on 15th (if anyone has a copy could the office photocopy this please for the scrap book)

Garden Matters

The garden team had a small gathering to celebrate the recent The Royal Horticultural Society, ‘Its your neighbourhood’ success where the garden was awarded an “outstanding” and also for the final completion of the new handrail up to the patio.

AOB

* Tickets for all events will primarily be sold on the Art Ticket website. For certain events I will place a small supply of tickets in the pink folder on the desk. If these are sold out, please notify the office.
* We have added an extra box at the bottom of the daily sheet for you to add any notes – eg for things you need the office to action.
* In accordance with industry best practice, we are still asking volunteers and visitors to wear a mask whilst in the museum, unless medically exempt, and follow the one way system. Please note that you can allow people from different groups to sit in the library together as the chairs are spaced apart, but if there are already 8 people in there, then suggest the visitors start in the exhibition room.
* Please ensure that where possible there are two people on the desk and do let Heather know on her mobile asap if you are unable to attend.
* However, please also ensure that there are no more than 2 volunteers on the desk at any one time.
* There were very few people who wished to attend a Christmas lunch this year. We will arrange an event for the volunteers in the summer.
* We plan to decorate the house for Christmas on 30 November. If anyone can help with the drier flower arrangements etc your help would be much appreciated (tea and mince pies will be supplied 😊)

Changes to staffing at the museum

Alison, our curatorial adviser, will be leaving the museum after many years on 15 November. We will be holding a farewell event at 2.30pm - anyone wishing to attend should contact the office.

Tracy has resigned with effect from the end of September.

Ruth will return to working 1 day per week as Grants and Projects/Curatorial Adviser

Marie will take over the financial activities previously performed by Tracy.

We will be recruiting an office assistant to commence in February 2022 for 2 days per week

We will be recruiting an Education Co-ordinator to start asap for 2 days per month

Heather and Brian – no change

Date of next meeting – on Zoom at 10am 10 December 2021