

Thank you so much for sharing your time and talents with us. Stay connected and learn more about what's going on this month!

AMMA Volunteer News



May 2024

RECENT ACCOMPLISHMENTS

Bozena Boadway and Cathy Kasza have been re-packaging our artifacts in storage to ensure that they'll be safe for decades to come! We've also had them cataloguing some new acquisitions. Thank you so much for all of your help!

Special thanks to Cassy Wall for supervising the Roaring Twenties exhibit during our Tour of Homes Meeting!

Jim McCallum is currently tackling our collection of records from Malahide Council. So far, Jim has 4,523 records to his name. Thank you so much for all of your hard work, Jim!

A huge thank you to the volunteers who helped us to spruce up our gardens! Ferne Taggart and Deb and Mike Addley were instrumental in making the gardens look better than ever. Thank you so much!

Deb Waite has been stopping by weekly to help us get caught up with listing our donations! Thank you so much, Deb, we can't express how grateful we are!

Rebecca Horeth is working hard on our collaborative exhibit, Arriving in Aylmer, due to open on July 4th. Thank you so much, Rebecca, we're so excited to see what you have in store!



UPCOMING VOLUNTEERING OPPORTUNITIES

Many thanks to those of you who have already signed up for the below tasks! We'll need a little more help, if you're able to lend a hand. Let me know if you're interested!

Trivia Night: We'll be hosting our first annual trivia night at the Knights of Columbus Hall on Saturday, July 6th. We'll need help for things like selling 50/50 tickets, keeping trivia-goers stocked up on snacks, and general helpers to make sure everything is running smoothly.

Murder Mystery Dinner Theatre: Board Chair Ron Sawyer was kind enough to offer us another script for a murder mystery event! We're catering the event ourselves this time, so we'll need help in the kitchen, and help serving food/bussing tables.

Tour of Homes Committee Homeowner Liaison: All four houses have been assigned a liaison, but additional help is always welcome! Liaisons will arrange appointments to sign important documents, schedule days for decorators to visit the home, and handle logistics (like volunteer scheduling) when it comes to the tour itself. Please view a full job description on the following page.



AMMA BOARD NEWS

The board of directors has passed our policies regarding facility rental and exhibit collaboration. The facility rental policy has been passed on a probationary period, so we can try out rentals at our downtown location and see how everything goes.

We're always looking for dedicated community members to join our board of directors. Please reach out if you're interested!



GENERAL MUSEUM NEWS

Tour of Homes: The committee has toured and selected all four homes for this year's tour. All homeowners approved a three-day format for the tour, so we'll be hosting the tour from Friday, November 15th to Sunday, November 17th. Many thanks to Linda Charlton for joining the committee as a liaison!

Summer Students: We have two students on board for the summer! Morgan, one of our students from last year, is back, and is doing an excellent job digitizing our general artifact collection. Julia is joining us for the first time, and her expertise as a student of Library and Information Science will be super helpful in the archives!



NEXT MEETING

General volunteers are welcome to attend our Tour of Homes Committee meeting on Monday, June 27th, at 9:30 am. The committee will be revealing the homes on the tour and discussing the ways in which volunteers can get involved. You're welcome to check in on our shared calendar at aylmermuseum.ca/volunteer-information. Otherwise, feel free to stop by anytime! We're always happy to see you.

- **Building Committee Meeting:** To be scheduled.
- **Board Meeting:** Tuesday, June 18, 3:00 PM, 75 Talbot St. E.
- **Tour of Homes Committee Meeting:** Thursday, June 27, 9:30 AM, 75 Talbot St. E.



For more information, call the museum at (519) 773-9723, or email Sarah at collections@aylmermuseum.ca



Tour of Homes Homeowner Liaison Job Description

We are seeking dedicated volunteers to serve as Homeowner Liaisons for the 2024 Tour of Homes. In this role, you will be responsible for facilitating communication and collaboration between the homeowner, committee, volunteers, and decorators.

Key Responsibilities

1. **Liaise with Committee:** Serve as the liaison between the homeowner and the Tour of Homes Committee, conveying homeowner feedback, concerns, and suggestions to the rest of the committee at regular committee meetings and as needed.
2. **Homeowner Communication:** Support regular communication with homeowners by providing them updates and addressing any inquires or concerns they may have.
3. **Coordinate Volunteers:** Assist with recruiting, organizing, and scheduling volunteers for the home, including set up, staffing during the tour, and take down.
4. **Collaborate with Decorators:** Work alongside the decorators to understand homeowner preferences, assist in coordinating decoration schedules, and assist with communication with the homeowner.
5. **Write Home Descriptions:** Work with the homeowner to write a description of the home for use in the tour ticket. Highlight key features and interesting aspects of the home.
6. **Arrange for Photographs:** Arrange a time for staff to come photograph the home once the decorating is completed.
7. **Pickup and Return Items:** Communicate with merchants and arrange for the pickup and return of items used within the home. Ensure timely pickup and return and proper inventory management.

