

HUTCHISON HOUSE MUSEUM

ANNUAL REPORT

2023



Hutchison House Museum is a dynamic, interactive heritage site that offers visitors meaningful living history experiences. It operates with a strong customer-service focus that builds on its reputation as a unique cultural attraction in Peterborough.

**The Peterborough Historical Society
270 Brock St, Peterborough, ON
Museum Office: 705-743-9710
Society Office: 705-740-2600**

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ORGANIZATION AND MANAGEMENT 2023

Peterborough Historical Society Board

Executive:

President	James Forrester
Vice-President	Kathryn Matheson (January-April) Don Willcock (April-Present)
Treasurer	Deborah Keay(January- April) Paul Lumsden (April-Present)
Secretary	Susan Mathews (April-Present)
Bulletin Chair	Ian Ellis
Membership Chair	Amber Johnson (April-Present)

PACAC Representative Deborah Keay (January-April)
Susan Matthews (April-Present)

Members at Large:

Bruce Clark (January-April) Michael Peterman Linda Chandler (HHMC Chair)
Marilyn MacNaughton (April-Present)

Trust Funds Trustees:

Chairperson Peter Darling
Treasurer Marilyn MacNaughton

Members at Large:

Dennis Carter-Edwards Dale Standen (January- April) Doug Lavery (April-
Present)

Hutchison House Management Committee:

Chair Linda Chandler (December 2022-Present)
Property Don Willcock
Friends Michael Peterman
Financial Paul Lumsden
Acquisitions Loretta Terry
Gardens Diane Card
Members at large Bill Corbett Susan Matthews
Recording Secretary Rachel Kraus (January-August) Hailey Lansley (August-Present)

Staff Members:

Administrator/Curator Erin Panepinto
Museum Assistant Rachel Kraus (October 2022 to August 2023) Hailey Lansley
(August 2023-Present)

Summer Staff:

Scottish Tea Coordinator: Ewan Sutherland
 Museum Programming Assistant: Ellen Miller
 Curatorial Assistant: Caroline Priddle

Hours of Operation and Attendance

Month	Days	Hours	Volunteer	Visitor	Total People
January	3 (23)	24 (184)	62	66	128
February	19	152	35	59	94
March	25	200	82	259	341
April	20	160	53	109	162
May	24	192	107	113	220
June	26	208	109	112	221
July	24	192	138	322	460
August	27	216	209	553	762
September	23	184	105	290	395
October	24	192	89	208	297
November	24	192	141	342	483
December	19	152	70	167	237
Total	258	2,064 (2,224)	1,200	2,600	3,800

Note: Visitor attendance in 2023 was up by 1,231 visitors over the previous year. The museum was closed in January for some maintenance that was easier to do without the visiting public coming into the museum. June was the only month that saw a decrease in attendance (8 people). January had an increase of 126 people. This could be explained by the Hogmanay pick up and the fact that in 2022 the museum was closed completely due to the lockdown. While the museum was closed in 2023 for Maintenance there were still staff volunteers and others coming into the office for the various projects going on. Between February and July the average increase per month was 67.6 people. Between August and December the average increase per month was 159 people. This can be due in part to the increase in event attendance, rentals, and programming in general but more so in the second half of the year. There was also an increase in the return of in person school programs with both ESL and elementary school programming. It was thanks to all of the ongoing hard work of staff and volunteers that we were able to have such an excellent year.

Hutchison House Financial Report

Hutchison House will have a revenue deficit for the fiscal year ending December 31, 2023.

With a strong resurgence in attendance after the COVID closures, revenues increased at the various lunches, teas, themed events and Children's' day camps, etc. notwithstanding the challenges experienced by the construction of the Bethune Street creek diversion project.

Together with increased funds from our involvement with the community BINGO program and the Maintenance Trust Fund, the old gas furnace in the Attic was replaced by a "state-of-the art" electric heat pump during the year.

Notwithstanding the above, the deficit was caused by a reduction in the interest payments from the Endowment and Maintenance Trust Funds due to the recent transference of the Endowment Trust to the Community Foundation of Greater Peterborough. This situation will be resolved in 2024.

Complete financial information is available in the **Peterborough Historical Society Unaudited Financial Statements** at December 31, 2023 prepared by Tim J.F Nicholls, CPA, CA, and Licensed Public Accountant.

Submitted by Paul T. Lumsden, Treasurer, Peterborough Historical Society

Friends Committee Report

The Friends of Hutchison House raised \$4,910 in 2023. There were 28 donors to the House. A fundraising letter was sent out in May and a thank-you letter was sent to all donors. Two special events for the Friends were organized during the year, a Silent Auction Reception and an Exhibit Opening for the Fleming Room, but they were largely unsuccessful in terms of attendance. We will hope to draw a larger crowd for our Friends tea scheduled for May 2024. It is our hope to recognize our donors more fully in the future.

Respectfully submitted,
Michael Peterman,
Chair of the Friends of Hutchison House

Acquisition Committee Report

Acquisition Committee Members: Linda Chandler, Juli Hillier, Loretta Terry, Don Willcock, Susan Jewell, Linda Lumsden, Susan Matthews, Erin Panepinto, Hailey Lansley, Bob Laing

Meetings were held January 19, June 21, July 19 and September 27, 2023.

Many items from the January 19th meeting were declined and offered to Lang Pioneer Village. Others were declined and returned to their owners. A wheat patterned c. 1870 soap dish was accepted into the collection and put on the top floor in the West Bedroom. A Tea strainer was

accepted as well and placed in the Parlour. An Ironstone bowl was accepted for Educational use in the Keeping Room. The four flour sacks were offered and accepted by the Peterborough Museum and Archives for their collection.

Items accepted from the June 21st meeting were an Ironstone large bowl which will be used for Educational purposes and placed in the keeping Room. Two items to be used as collection display items; dated 1900-1940 are Tea Tins and will be used in an upcoming exhibit in the Harvey Connal Room in 2024. Two items were also deaccessioned from our collection. These were a shawl, which will go to the fashion museum in Kitchener and the French ivory miniature set which went to a museum in New Brunswick.

Two items were de-accessioned at the July 19th meeting: The dresser from the Sandford Fleming bedroom which the museum could no longer accommodate with the room change and the settee from the sewing room which was replaced by a seamstress's bed which was more appropriate for that setting.

Many items from the September 27th meeting were accepted into our collection. These include; a post 1878 Gingerbread clock placed on the top floor children's room; a stereoscope dated to 1861 also to be placed on the top floor; a crock, ceramic 3 imp gallons to be placed in the pantry; two coverlets dated to mid-1800s; a moss rose china set; a doll with a paper Mache head dated between 1850-1878, "Eugenia" accepted for display on the top floor east bedroom.

A new mannequin was acquired for displaying the black silk dress on the top floor. Work will be done in 2024 to put this on display.

Report submitted by Loretta Terry, Acquisition Chair.

Garden Committee Report

Last year seems so far away especially as I am looking forward to beginning a new year in the garden.

The main focus of last year was to maintain the gardens and make sure that were kept healthy and watered. My critical eye is always on the lookout for changes to be made and plants to add.

We started last year with a lot of what they call special garden blend. It is a bit heavier than compost and more expensive but it seems to stand up better than compost. It pretty much blew the budget.

Last year we focused on weeding, planting, pruning and watering. I tried to keep a space at the top of the hillside clear and started to weed the sides of the steps going down to the lower level. We also cleared out some of the oldest lilac branches and tried to do some weeding underneath them.

The roses were exceptionally beautiful last year and the addition of the tall dahlias were a hit.

Unfortunately my friend and co-worker Glenda has had to stop gardening, as have a couple of other friends. We are a smaller group now and are looking for anyone who would like to garden with us.

We are looking forward to seeing how the gardens look this spring and all the seasons to follow.

Submitted by Diane Card, Garden Chair

Hutchison House Property Report

In January the House closed for the month in order to complete some major maintenance work. The Pantry (exhibit room off the Keeping Room) was cleared of artifacts, and had its shelves and wood box taken out. The walls and ceiling were then painted white. The shelving and box were re-installed. After inventorying and researching the artifacts – deaccessioning some – they were re-installed in a “slimmed down”, more organized display.

In February, the 20-year-old ailing attic furnace was replaced with a new heat-pump; this involved the additional cost of running a new 220-volt line from the downstairs breaker box to the attic, but was deemed the best option for efficiency and long-term cost savings.

It was determined that the downstairs main furnace will need to be replaced in 2024, before winter.

The row of buckthorn bushes along the picket fence was cut back, but will need to be removed with digging equipment to prevent it damaging the fence.

The regular “summarization” and “winterization” of the House and grounds was performed.

Submitted by, Don Willcock, Property Committee Chair

Bookshop Annual Report

Total number of books sold: 95

Value of sales: \$ 1,234.60

Profit: \$ 632.63

End of year inventory: 1,260

Inventory value: \$ 4,726.16

New Books

Trent Severn Waterway Then & Now by Elizabeth Bower

Elizabeth Bower and John McQuarrie journey up the Trent-Severn Waterway with compelling stories and photographs about the canal system, as well as its people and places along the way. The journey is full of stories and photographs that show us the past and present; with old and new information about the more than century-old waterway which was built to improve the lumber and transportation industry as well as to create a military supply route. Today boaters from across the world use the canal and waterway; a heaven of wildlife and people living together.

Trent Severn Waterway 1907-1921 Then & Now; The David Eason Collection Re-visited
Compiled by Bob Reid

David Eason took photographs along the Trent and Severn Canal between 1907 and 1920. This collection includes all 114 of his photographs. Editor Bob Reid tried where possible to visit the exact location of many of these photographs to retake them as the site appears today, a century or more later. Written notes accompany all of the photographs.

Green Routes: Experiencing the Peter Robinson Emigration 1825 by Rosemary McConkey

Rosemary McConkey has been spinning stories about the Irish in the Peterborough area for many years. As the bicentennial of the major Irish emigration of 1825 approaches, she shares her favourite stories in a book, *Green Routes*. The stories span some 200 years and showcase the impressive legacy of the **Peter Robinson Settlers** and their descendants from before, during and after their transatlantic voyage. These families developed a love for Canada over generations.

Cobourg and Northumberland County a Sense of Place images by John McQuarrie featuring articles by local historians.

The history of Cobourg and Northumberland County recounted by mostly local writers with images by photographer John McQuarrie, this book takes a look at the history of the County from small villages, rolling hills and farmland to the development of Cobourg itself.

The Ghost of Catharine Parr Traill by Laura Elliot

The Ghost of Catharine Parr Traill follows Laura Elliott's journey of discovery into the life and lessons of wellbeing from this nineteenth century pioneer, author and botanist. The journey began when Laura moved into Catharine's final home, Westove, in Lakefield, Ontario in 2019. The challenges of the global pandemic that faced Laura and her family in 2020 turned this into a passion project. What could our generation learn from Catharine's grit, resilience and calm in the face of so many struggles? What do the encounters between indigenous peoples and settlers, as captured in Koren Smoke's interpretive artwork, have to offer to the truth and reconciliation process? Laura draws the reader into this timeless ancestral inquiry into individual and societal wellbeing.

The Spice of Life by Carol Koeslag

A series of short stories that the author calls “fictionalized realities.” One or two or three of them really did happen, but some of the other ones she had one or two points of reference and from there imagined what the people were thinking and created a story from that. It is a handful of independent stories, some up to eight pages long while others are just a page or two.

Visitor Feedback

The majority of the visitor feedback for 2024 was once again verbal and overall positive given. Restrictions on the number of visitors were lifted from the Scottish Teas this year and they resumed being held on the terrace. The visitors, once again, were usually from Peterborough and the Kawarthas or the Greater Toronto Area. The visitor guest book and feedback surveys returned in 2023.

Hutchison House currently holds a 4.5/5 star on Google Reviews. Some comments from the guest book and feedback surveys in 2023 have included:

- “A wonderfully preserved house!”
- Thank you for the lovely break! Scones were fabulous! Hunter was so friendly – loved chatting with her. Peach jam was divine – lemonade too!!!”
- “I’ve lived here in some years, about time I came. How sweet of a server.”
- “Thoroughly enjoyed our visit and the delectable tea. Our wee server was efficient, knowledgeable and completely adorable!”
- “Excellent tour- very informative. Most friendly server, enjoyed the tea very much!”
- “Friend visiting with me from England! Thank you for your wonderful service! Oake was excellent”
- “Nice Ambience and delightful server. Food was delicious and period costumes are nice. Suggestions; soft butter, either individual preserves and cream or a larger serving”

Exhibitions and Events

Christmastide

November 2022 to January 2023

This exhibit was curated by Linda Chandler and Loretta Terry with help from Juli Hillier and Erin Panepinto. This exhibit explored the traditions of Christmastide or the 12 Days of Christmas. This period runs from Christmas Day (the day of Jesus’ birth) until January 6 or Epiphany (when the wise men arrived in Bethlehem). The exhibit explores the traditions around Boxing Day, St. Stephan’s Day, the Twelve Days of Christmas Song and Epiphany. Artefacts included a donation box for boxing day, representations of each of the twelve days of Christmas, wise men and a star.

Peterborough Quilters Guild

February 2023 to April 2023

This exhibit was curated by the members of the Peterborough Quilters Guild. This exhibit showcased the different quilting techniques and artwork produced by guild members. This exhibit was part of a community group exhibit initiative.

Silent Auction Fundraiser

May 2023

This display was put together to showcase the items donated to the museum as part of a Silent Auction Fundraiser to raise funds towards our Sandford Fleming Exhibit. Items were showcased included vintage books, artwork, china and more. The exhibit was on display for the month of May for May is Museum month. Unsold items remained in the Bookshop for sale throughout the year and were ultimately sold in Ruslands Auction in December. A special Friends reception was held as an opening to promote the auction at the end of April.

Summertime in Peterborough- Summer leisure in 19th Century Peterborough

June 2023 to September 2023

This exhibit was curate by museum staff to highlight the various summer pastimes in 19th century Peterborough including outdoor and indoor activities and the rise of the cottage industry. Some of the topics explored included the bicycle, lawn bowling, canoeing, croquet, leisure reading, the theatre, picnics, children's games, the cottage industry in the Kawarthas and more. Artefacts included: lawn bowling pins and balls, croquet mallets, canoe paddles, picnic accessories, books from the collection, lorgnettes, and more. Artefacts on display were primarily part of the museum collection but also on loan from Don Willcock, Linda Chandler and Linda Lumsden.

Peterborough Embroiders Guild

September 2023-November 2023

This exhibit was curated by the members of the Peterborough Embroiders Guild. This exhibit showcased the different embroidering techniques and artwork produced by guild members. This exhibit was part of a community group exhibit initiative.

The Art of Miniatures

November 2023- March 2024

This exhibit was curated by museum staff around a piece on loan from a member of the community, Kerry Corp. Her late mother Jennifer Brooks had begun creating miniatures in 1/12 upon her retirement. Everything including their clothing, furniture, props and food were made by hand. One of her many creations included a Victorian Christmas Marketplace with a variety of

different market stalls and over 20 different characters including stall managers, carolers, Scrooge, Vincet Van Gogh and his brother, Monet, The Artful Dodger, Fagin and a Police Bobby. Also on loan are several of Jennifer's tools for making miniatures and smaller samples of clothing that she had been working on before she passed. Also on display is a hand painted Christmas Village, a homemade doll house from the 1950s, miniature woodstove and tea set and two shelves of assorted miniature items. Artefacts on display were part of the museum collection as well as on loan from Kerry Corp, Erin Panepinto, Linda Lumsden, Juli Hillier and Hailey Lansley.

Sandford Fleming Room Exhibit

Permanent Exhibit completed September 2023

The Sandford Fleming Exhibit was curated by the Hutchison House Exhibit Committee as a way to more fully explore the life and accomplishments of Sir Sandford Fleming and to showcase the many original Fleming artefacts in the collection. New text panels explore coming to Peterborough, falling in love and his family, his work on the railroad and standard time. Artefacts on display include Jeannie's wedding dress, replica roller skate, theodolite, transit, pocket watch and locket from the museum collection and Fleming's uniform from his Knighthood, letters, stamp, and surveying tools from the Sandford Fleming Collection on Permanent loan from Sir Sandford Fleming College. A new exhibit case was purchase for the room and a new digital photo screen runs both the English and French Fleming Heritage Minute curtesy of Historica Canada. Funding for the new exhibit came from the Department of Heritage, Friends of Hutchison House Museum, Volunteer fundraising and private donations.

Virtual Exhibits

While no new virtual exhibits were created in 2023 the museum has continued to promote our two existing virtual exhibits: Growing up in Peterborough: A Century of Stories (2006) and The Life and Times of Dr. Hutchison in the Backwoods of Upper Canada (2011).

Research has continued for an exhibit on immigration that the museum hopes to put on display in person at the museum as well as create virtual content including an exhibit for 2025.

Events

Hogmanay- Curbside Pick Up

Date: January 1, 2023

Meals Sold: 46

While there had been discussions in the Fall of 2022 about having Hogmanay in person, it was ultimately decided for a variety of reasons to do the take home meals once again. These were distributed on January 1 from 12-2pm. This meal included: a Scotch Egg, Neeps and Tatties

(potatoes and turnips), Potted salmon, cheese, oatcakes, cloutie dumpling, shortbread and for an extra \$5 a piece of Haggis.

Haunted Halloween for Kids

Date: Saturday October 28, 2023

Visitors: 70

Volunteers: 8

Our annual Haunted Halloween for kids event was even more traditional this year. Kids could tour the decorated ‘haunted’ house and get some holiday treats, create a spooky craft in the Keeping Room, have their fortune told in the parlour, fish for candy on the top floor and participate in a scavenger hunt to find all of the skeleton animals hidden around the museum. This year also saw the return of the apple snatch game which had not been played since before COVID.

Doors Open- Opening of the Fleming Exhibit

Date: Saturday, September 16, 2023

Visitors: 162

Volunteers: 15

This year the museum participated in Peterborough’s annual Doors Open event. This is a free event that occurs every year and is organized and promoted by Peterborough Architectural Conservation Advisory Committee (PACAC). Volunteers for this event included Hutchison House volunteers, PACAC volunteers and one student from the Museum Management and Curatorship program. This event also acted as the first public opening of the Fleming Room Exhibit. A Smaller Friends and Dignitaries opening occurred the night before and included 30 guests including the President of the Haliburton School of the Arts branch of Fleming College, the MPP Dave Smith and at least one Fleming descendant.

Curator’s Report on Museum Activities

In-House Annual Special Events

Hogmanay, Scottish New Year's celebration-curbside pick-up (January 1, 2023)

8 Heritage Luncheons (February, March, April, May, June, October, November, December)

St. Patrick’s Day Meal-curbside pick-up (March 17, 2023)

Doors Open (September 16, 2023)

Haunted Halloween (October 28, 2023)

Workshops

Peterborough Community Medicine Gardeners- The Peterborough Community Medicine Gardeners developed, promoted and ran four workshops in the Keeping Room at Hutchison House (March, August and October). These workshops were free and had between 10 and 15 people and filled up quickly.

This year the museum hosted 3 PA Day Camps: Fairies and Elves, Medicine Wheel boxes, Tin Can Lanterns and Beeswax Candles. March Break included 5 days of themed activities such as Teddy Bears, Birdhouses, Fairies, Slime and Weather.

Summer Workshops included 6 days of themed activities such as Potions and Spells, Botanicals, Weather, Bird watching, Gardens and Puppets and Marionettes.

Educational Programs

This year saw an increase in the number of school program. There were 3 ESL (English as a Second Language) classes throughout the year with 37 students between the different classes. There were 2 tours for 48 Recreation and Leisure students from Sir Sandford Fleming College. The museum also had 3 public school groups that participated in 19th Century Christmas programs. There were 50 students and 14 supervisors. There were also 6 special needs students and 6 supervisors that participated in a Christmas program as well.

In-house Activities

Community Outreach

Hutchison House Museum donated Gift certificates to the annual Jukebox Mania fundraiser to support the Community Counseling and Resource Centre.

Once again this year the museum was fortunate enough to have a group of Museum Management and Curatorship Students from Sir Sandford Fleming College design a program for us as part of their course. This year's group of students designed a Murder Mystery program that ran 3 times over the course of 2 days in March. The event was sold out and an enjoyable time for all who attended.

The Keeping Room was used for filming for a short film called 'The Backwoodsman.' Filming was done after 4:30pm in December to give the Keeping Room the feel of a tavern at night.

The museum hosted several community rentals throughout the year including a bridal shower, baby shower, luncheon for the Peterborough Green Up volunteers and a dinner for the

Community Future of Eastern Ontario Conference. We also hosted several children's birthday parties throughout the year.

Susan Matthews and Linda Chandler were part of a panel on Researching Heritage Buildings that was organized by PACAC (Peterborough Architectural Conservancy Advisory Committee).

Don Willcock toured MPP Dave Smith through the museum as part of a tourism initiative that the Minister was working on for Peterborough County.

Rachel did presentations at two local High Schools about the importance of Conservation and Museums and what a job in this field might entail.

The museum participates in the Peterborough Kawartha Northumberland Museum Network.

The Museum continues to participate with the Peterborough Welcome Pass (City of Peterborough). This allows participants free admission to the museum when they present their pass.

Conservation

To help control the humidity levels in the building we made use of dehumidifiers on each floor when necessary, during times of high humidity. In cases of low humidity portable humidifiers were used when needed. Basins of water were also placed near the radiators to add moisture to the air where possible during the winter season when indoor humidity levels drop significantly.

Readings throughout the house of temperature and humidity were taken twice daily (except when the museum was in lock down.)

Artefact cleaning was done on items from both the pantry and the new items on display for Sandford Fleming Room Exhibit.

In January the Pantry was completely cleaned out and the walls and ceiling were painted. Artefacts were inventoried, evaluated for deaccessioning or cleaned and returned to the pantry. This was a large undertaking and involved staff and several volunteers with both the painting and artefact cleaning.

Consultation was done with conservator Basia Baklinski on the conservation, glass replacement and reframing of the Fleming Map. Due to time constraints and events at the museum this work was pushed to 2024.

The letter from Queen Victoria informing Sandford Fleming of his knighthood was sent for conservation to Jillian Maservey at Fleming College. The letter is expected back the end of January or beginning of February 2024.

Research

Staff and volunteers conducted exhibit research into the history of 19th century summer leisure activities in Peterborough, the history of miniatures and the life of Sandford Fleming for exhibits that were held at the museum.

The Assistant Curator researched for aspects of social media to encourage more interaction with visitors. This included researching Hogmanay, showcasing items from the collection, researching social media holidays and associated facts, and creating content. Research was also completed for the heritage luncheons, which included gathering facts for menu cards. Research was also done on how other similar organizations to Hutchison House do their social media to better inform the Social Media plan for 2024 and the updated Social Media Policies being developed in the New Year.

Volunteers and Staff met with Anna Boateng as part of her thesis on *Adaptive Reuse of Historic Heritage Industrial Sites: A Case study in Peterborough*, for Trent University.

The Museum provided images to author Laura Elliot for her book *The Ghost of Catharine Parr Traill*.

Promotions

Paid advertising included ads placed in a variety of local tourism publications, Cottage Country Connection and Kawartha Visitors Guide and Kids Race for Autism Awareness.

Interviews were held with Teresa Kaszuba at Chex TV to promote the History of St. Patrick's Day and our St. Patrick's Day Take home Meals.

Press releases were sent to local media publicizing all events, workshops and fundraisers that we were able to hold throughout the year.

Hutchison House reports and upcoming events were included in all publications of the PHS Bulletin published 10 times per year.

Museum events were promoted across all our social media platforms including Facebook, Instagram and Twitter.

The Museum was a feature article for the online Magazine Heritage Properties of Canada. The Article was called [How a Heritage Site Survived a Pandemic \(Hint: It's The Same Way It Came into Existence\) – Peterborough's Hutchison House](https://hpoc.ca/blogs/how-a-heritage-site-survived-a-pandemic/how-a-heritage-site-survived-a-pandemic-hint-it-s-the-same-way-it-came-into-existence-peterborough-s-hutchison-house) by Stephen Robbins. It can be found online here: <https://hpoc.ca/blogs/how-a-heritage-site-survived-a-pandemic/how-a-heritage-site-survived-a-pandemic-hint-it-s-the-same-way-it-came-into-existence-peterborough-s-hutchison-house>

Digital Content

The Facebook page is utilized and is continually updated as to what is happening at the museum. The Facebook page can be viewed at <https://www.facebook.com/HutchisonHouse> and is linked through the museum homepage. Visitors do not need to be a member of Facebook to view the page. As of the end of 2023, Hutchison House had 825 people who liked our page and 962 people who followed it. Our Facebook reach, which measures page visits, and distribution of posts, stories, reels, etc., in social feeds through both organic and paid distribution was 11,572. This number has decreased from last year's reach of 14,066, this could have been due to staff changes in August. However, the total number of page visits was 3,542 which is a 155% increase from last year. The Facebook page features content including artifact and historical figure spotlights, seasonal and relevant trivia, throwbacks, and other content that brings followers back and encourages new ones.

The Hutchison House Museum X account (formerly known as Twitter) currently has 169 followers and is following 106. Due to the changes in the corporation's ownership and business model, there has been frequent discussion about whether or not to remain on the platform.

The Hutchison House Museum Instagram account currently has 543 followers and is following 32. The current Instagram reach is 995. To date, Hutchison House has created 830 posts on the site. Content posted on Facebook is automatically cross-posted onto Instagram. Our Instagram can be found at <https://www.instagram.com/hutchisonhousemuseum/>.

The Hutchison House YouTube channel currently has 277 subscribers, and the total of views to our 39 videos is 39,115. There were no videos posted this year and the top two videos posted by the account are still "Teddy Bear Tutorial" and "PHS Talks: "PACKED TO THE DOORS: THE ELECTRIC CITY GOES TO THE MOVIES" with Robert Ganton Clarke". The account can be found at https://www.youtube.com/channel/UCQvUNc56VBwk9xVqN_Lqnyg.

Additional social media sites like LinkedIn and TikTok were joined this year. They will take further planning to be launched and fully operational within the new year. With the addition of these new accounts, a link tree was created this year to help visitors and viewers on each platform better navigate between accounts on various platforms and the website. It will be launched in early 2024. Due to the addition of these sites, current social media policies, procedures, and plans are outdated. They are to be updated in the New Year.

Hutchison House uses Google Analytics to track visitors to our website. The museum currently has a 4.5-star Google rating. In 2023 Hutchison house was found on Google 28994 times. Directions to the museum were requested 997 times. Visitors went to our website from Google 2050 times. Hutchison house was contacted 201 times through Google.

Grants

CMOG - Community Museum Operating Grant, Ministry of Tourism, Culture and Sport
Hutchison House was able to retain the same amount of funding from the previous year receiving \$15,090.00

YCW - Young Canada Works in Heritage, Heritage Canada

This federal program is administered through the Canadian Museums Association. In 2023, Hutchison House received funding for two summer students in the amount of \$10,903.67 toward summer staff wages.

CSJ- Canada Summer Jobs

We were fortunate to acquire funding for one summer student through this program in 2023 receiving \$ 3,713 to help with student wages.

City of Peterborough – Municipal Capital Facilities funding

In 2023 Hutchison House received \$ 44,654 as part of their Municipal Capital Facilities funding program.

Cultural Space Grant- Department of Canadian Heritage

In 2023 the museum received \$2,598 in grant funds as part of the exhibit redesign for the Fleming Exhibit Room.

Volunteer Report 2023

Adult Volunteers: 24

Junior Volunteers: 30

Volunteer Hours: approximately hours: 4,800

Volunteer Fundraising: Total funds raised by Volunteers: \$ 28,249.40

1. Christmas Market: \$ 4,200.45
2. Snowflake Tea and Dessert: \$ 1,678.70
3. Bingo: \$19,088.25
4. Mother's Day Tea: \$ 605
5. Nutcracker Workshop: \$490
5. Plant and Yard Sale: \$ 2,187

Volunteer Activities in 2023

Linda Chandler, Loretta Terry and Bob Laing worked hard to plan, and execute two days of Snowflake Tea and Desserts in the afternoons the last weekend in November. The Keeping Room was decorated with white Christmas Lights and sparkly snowflakes. There were 4 sittings over two days. Desserts and a light tea were served out of the kitchen, and visitors enjoyed them by the fire in the Keeping Room.

Linda, Loretta, Bob and Juli also worked hard at organizing and executing a Mother's Day afternoon tea in May. Guests were treated to a delightful tea of small sandwiches and desserts in the Keeping Room.

Linda and Loretta worked with staff to plan a Paint and Sip Nutcracker Workshop. With the help of Bob Laing and Juli Hiller, guests painted and decorated their own wooden nutcracker in the Harvey Connal Room and enjoyed tea and desserts in the Keeping Room.

Several volunteers helped staff in organizing and executing the Silent Auction that raised money towards the Fleming Room Exhibit as well as the Exhibit opening Friends event.

Volunteers also assisted with the following:

Cooking and food preparation; assisting with, organizing and running events; prepping material for the Day Camps and March Break; exhibit research, set up and take down; Property Maintenance such as building & grounds upkeep, gardens, house cleaning; Sitting on Management Committee and other committees such as: Garden Committee, Property Committee, Acquisitions, Friends of Hutchison House and Finance; Guiding; And so much more!

Volunteer Recognition:

In 2023 Hutchison House Recognized several volunteers with Ontario Volunteer Service Awards: Linda Chandler (20 years), Bill Corbett (15 years), Heather Barker (15 years), Susan Jewell (10 years), Joseph Hachey (youth- 2-4 years), Jonah Lawton (youth 2-4 years), Kierra Guppy (youth 2-4 years).

Hutchison House volunteers were featured in an article for the Canadian Federation of Friends of Museums Online Newsletter *Au Currant* and their volunteer spotlight.

Volunteer Appreciation:

Staff and volunteers held their annual Christmas Potluck in the Keeping Room in December. Recognition was also given to the volunteers throughout the year in the Bulletin and on Social Media for all of their hard work. We had a very successful year at the museum and our volunteers are a big part of its success.

Summer Student and Junior Volunteer Program:

Applications for Junior Volunteers were sent out the end of April and we had 30 children participated in the Junior Volunteer program this summer. Orientation for the juniors was held

the end of June. This allowed new volunteers the chance to get familiar with the museum, the routine of teas and find their costumes. For returning volunteers orientation acts as a refresher course and allowed them time to practice, find their costumes, get their schedules and meet the new summer staff. This year saw a return to visitors using the front door of the museum as the entrance for the first time since COVID. Costumed interpreters greeted guests upstairs once again with a lovely tea on the terrace. This year Ellen Miller acted as our Museum Programming Assistant for the summer. As part of her duties she oversaw, scheduled and trained the juniors and created different activities for them to work on during the slow parts of the day in the summer. Ewan Sutherland was hired as our Scottish Tea Coordinator this summer. Ewan did all of the baking for the teas, maintained a grocery list and kept the kitchen and lower level clean. Ewan also oversaw any of the junior volunteers that were helping in the kitchen. Caroline Priddle was our Museum Collections Assistant this summer. Caroline helped with tours of the museum as well as working on inventory, database entry and work in the collections room. All three summer students worked to create a Circus themed junior volunteer party for the end of the summer. Another volunteer brought in her cotton candy machine to make cotton candy for the snacks as well as popcorn. There were different carnival style games where kids could wind candy and sack races and games on the lower lawn. As a thank you for all their hard work this summer junior volunteers received a certificate of achievement as well as a \$10 gift card to Indigo.

Staff Training and Development

Summer Staff: In-house training for position, interpretation techniques, data entry, supervising junior volunteers, care and handling of artifacts, kitchen orientation, customer service, on-site safety, orientation to new COVID-19 protocols. Scottish Tea Coordinator completed Safe Food Handling Course through Peterborough Health Unit.

Erin Panepinto: Supervising volunteers and summer staff, continued improvement with customer service and interpretation. Re-certified Safe Food Handling Course through Peterborough Health Unit

Volunteers: To be in compliance with Ontario Regulations, Linda Chandler and Loretta Terry completed their Smart Serve Certificates in order to serve Atholl Brose at our annual Hogmanay events.

Webinars: There were a variety of free webinars that staff and volunteers took advantage of through the Ontario Museum Association, the National Trust and other Non Profit organizations. Some of these webinars included:

- Ontario Trillium Foundation Capital Grant Webinar
- Approaches to Online Exhibits
- Accessibility Planning
- Digital Museums Canada Webinar

- Elevating Visitor Experiences with Interactive Exhibits