



Museum Board Meeting
Thursday February 15, 2018

Board Members attending: Jenny Fernelius, Keela Goudy, Jake Kester, Ron Petersen, Lynn Mecham, and Elizabeth Robertson.

Others attending: Community Development Director Jason Bond, Museum Director Annette Bott, Katie Davis and City Manager Ben Reeves.

Board Chair Fernelius called the meeting to order at 4:06 p.m.

Pledge: Board Chair Fernelius led the pledge of allegiance.

Invocation: Board member Kester offered an invocation.

Welcome to New Board Member: Board Chair Fernelius welcomed new board member Lynn Mecham.

Minutes:

Museum Board member Petersen motioned to approve the minutes from November 16, 2017. Board Member Kester seconded. The vote was unanimous in the affirmative.

Action/Discussion Items:

Report of Tours for 2017.

Annette Bott reported that there had been over 1,300 visitors to the museum. She also noted that there had been groups of Cub Scouts, students from CS Lewis Academy and Goshen that had come to take tours of the museum.

Report from the Budget Retreat:

Mr. Bond informed the board members that the City Council had placed top priority on getting the inventory of items in the museum completed for insurance purposes. He noted that the Council would like to see the inventory project completed by June 30th, 2018. Mr. Bond offered to help the board members work on the project, and said perhaps members of the City Council would be willing to help as well.

Brochure Goal:

Mr. Bond agreed that a brochure was a good idea, but that the current focus should be on completing the inventory project. He also suggested that the board members consider the intended audience for the brochure and tailor the contents to that audience. Board member Goudy read a paper that had been written detailing the history of the museum, and she asked the board members for suggested changes. After the members had discussed possible changes, it was decided that , for the sake of space, the information should be reduced for the brochure, and another paper could be crafted that would go into more detail about the history of the museum as an additional hand-out.

Outside Painting Project Overview:

Mr. Bond noted that the painting project would certainly improve the museum, but that it was not a priority until the inventory project was completed. Board member Goudy noted that there had been some confusion as to whether the inside or outside of the museum should be painted first. She noted they wanted the outside painted first.

Staff Report:

Mr. Kester asked Mr. Bond if the museum items could be insured without the structural stability of the building being addressed. Board member Goudy asked if items on loan to the museum should be returned to their owners or included in the inventory. Mr. Bond suggested that items on loan should either be returned or donated to the museum. Ms. Goudy asked if donated items would be able to be insured since they are not technically the museum's property. Mr. Bond replied that he would have to look into that issue. Mr. Reeves noted that he would ask the city attorney to draft a document allowing donated items to be able to be tax deductible. Annette Bott noted that for inventory, every item needed to have a photo and a tag with a number assigned to it. Every room, section and item needed to have a number. She explained that some tags needed to note who donated or loaned a particular item. Katie Davis then enters all of that information into the computer, Ms. Bott explained. She told Mr. Bond that they are over half way done with the inventory.

Board member Robertson said that she had been working on getting photos together for the post office project, and there were some photos she couldn't find. She asked if anyone could help find photos of certain individuals. Katie Davis said that she could post something on Facebook asking for help locating needed photographs.

Board member Kester asked if it would be possible to have the occupancy rate changed so that perhaps the building would be exempt from the requirements for safety and seismic studies. Mr. Bond noted that regardless of the occupancy rate, the building still needed work.

Mr. Kester asked if a percentage of tax could go toward the museum and asked if the issue could be added to the ballot in a future election. Mr. Bond noted that they could approach the City Council about it, but that the Council would want the inventory completed first. He also explained that Santaquin doesn't bring in a lot of sales tax, so funding would be limited even if it was considered.

Adjourn:

Board Member Goudy motioned to adjourn at 5:14 p.m. The vote to adjourn was unanimous.

Jenny Fernelius, Museum Board Chair

Robin Coalson, Administrative Assistant

Jenny Fernelius, Museum Board Chair

Robin Coalson, Recorder