

**SHELDON MUSEUM AND CULTURAL CENTER, INC.**  
**Board of Trustees Meeting Minutes**  
**December 17, 2014 at 4:00 p.m. at the Sheldon Museum**

**CALL TO ORDER:** 4:15 p.m. by Board President Jim Heaton

**ATTENDANCE:**

**Board:** Jim Heaton, President  
Jim Shook, Vice President  
Michael Marks, Treasurer & Secretary for this meeting  
John Hagen  
Ginger Jewell  
Dave Pahl, via telephone  
**Staff:** Helen Alten  
**Borough Liaison:** None  
**Guests:** None

**ADDITIONS TO AGENDA:** None

**APPROVAL OF AGENDA:** M/S Michael Marks/Jim Shook to approve agenda - approved unanimously.

**APPROVAL OF MINUTES:** M/S Michael Marks/Ginger Jewell to approve minutes of last meeting - approved unanimously.

**STAFF/BOARD REPORTS:**

- Museum Director - Helen emphasized:
  - The Annual Report which was included in Board's packet
- President's Report - Jim encouraged everyone to complete the Ethic's training program
- Treasurer's Report - Michael mentioned that a few bank accounts have below the amount required to avoid a monthly finance charge, one being the Gaming account. It was decided to cancel the Gaming account and place those funds in the other accounts to avoid future finance charges.
- Committee Reports
  - New Pathways (Helen Alten/John Hagen) - Discussion on dealing with emotions when you are passionate about a program and changes that need to occur. Concept of using archives for a (1) Treasure Hunt, (2) Archive images on a wall, (3) Archives in a book on display and each day a page is turned. Added idea by Jim Shook project archive images onto a building in the evening.
  - Education (Ginger Jewell) - Ideas for creating curriculum kits, provide programs when school is not in session, building Alaska History project for H.S. Students, Jr. Docent program and students developing a mobile app for tourism on iTunes.
  - Fundraising (Michael Marks) - Review of fundraising projects, Nov., Wrapping stations, Dec., Ginger Bread House building, Jan., 5-10-15 Exhibit which will be rescheduled, Feb., Valentine's Day Dinner & Movie, Summer, Salmon tasting or Salmon Bake and Aug., Totem Trot.
  - Collections (Andrea Nelson) - Doll Show coming down in January to prepare for Snowflake Exhibit which will dovetail with winter theme of photographs and objects which will be on display during the Snow Board Classic in March. Key Ingredients show will fill the entire lower gallery and lobby will be used to showcase new acquisitions. C.J. is working on a manual for Past Perfect. Received a \$2,000 grant from Harper's Traveling Exhibits and donation of shipping by Alaska Marine Lines.
  - Landscaping - none
  - Facility - none

**OLD BUSINESS:**

- Need two board members - invite candidates to the next meeting
- Museum Membership Meeting - will postpone till later

**NEW BUSINESS:**

- New Pathways - Jan. 28 time to be announced
- MRV Architects and Ernie Conrad- Haines Borough to provide \$12,000 for MRV Building Conceptual Options to staff and stakeholders and applied for a grant for \$6,000 from NEH to pay engineering consultant Mr. Conrad to analyze museum climate controls.
- Long Range Plan: M/S Ginger Jewell/Michael Marks to approve Long Range Plan and prioritize activities for this year - approved unanimously.
- Ethics Statement - Board requested to print and sign form.

- Holiday Camps - No students signed up yet but seeking volunteers. Jim Heaton shall ask his children and Jim Shook shared that Julie may want to participate.
- Programming for Snowflakes and Winter Exhibit - Will develop a Ski Tour Evening Lecture and invite local ski makers and John Svenson to participate.
- Fortnight of Learning - Will take place in first 2 weeks of May.
- Our Name - Discussion on changing the name of the museum so as not to be confused with the Sheldon Jackson Museum in Sitka. Board asked to consider new names. Suggestions "The Haines Museum."
- Annual Report - Presented to Board via power point program.

**NEXT BOARD MEETING: January 13, 2015 at 4:00 p.m.**

**MEETING ADJOURNED: 5:00 p.m.**

Respectfully submitted,  
Michael Marks, Treasurer