

**SHELDON MUSEUM AND CULTURAL CENTER, INC**  
**Board of Trustees Meeting Minutes**  
**Tuesday, Oct. 23, 2012, at the Sheldon Museum**

**CALL TO ORDER:** 11:33 p.m. by Acting Board President Jim Shook

**ATTENDANCE: BOARD** – Michael Marks, Lorrie Dudzik, Anastasia Wiley, Bob Adkins, Dave Pahl, Jim Shook, Pam Randles, and Janine Allen. Diana Pyle attended by phone: **STAFF** – Jerrie Clarke and Blythe Carter: **BOARD LIAISON** – Debra Schnabel **VISITORS** – None

**ADDITIONS TO THE AGENDA:** Under New Business – Hosting the Alaska State Museum Conference in Haines next year. *(This was added, but never discussed)*

**APPROVAL OF AGENDA:** approved by consent

**APPROVAL OF MINUTES:** M/S Michael & Anastasia – approved unanimously

**CORRESPONDENCE:** None

**STAFF REPORT:** SMCC's FaceBook page is doing well.

- Scott Pearce, Education Coordinator, is working out very well. Debra reminded him that SMCC may not be insured for field activities, but his field trips could be insured under the umbrella of the Borough's Community and Youth Development department.
- KTOO interviewed at the museum several folks about Steve Homer and the start of the AMHS.
- Blythe is learning web design, and will soon revamp our website.

**FINANCIAL REPORT:** Jerrie explained the Profit & Loss Statement. Several said that the present report form is unclear. Debra stated that SMCC's report form needs to be more easily understood and standardized with other Borough financial reports.

- Finance Committee will meet to discuss the problem.

**COMMITTEE REPORTS:** Slogan Committee – No further progress has been made. Blythe stated that we really need a specific purpose to come up with a meaningful slogan.

- Railing Committee – Dave showed plans and discussed the plan that he and Carlos Jiminez came up with. Jerrie will contact Carlos and Borough to see about funding. SMCC would like to expedite this project and finish it before freeze-up.

**OLD BUSINESS:** Continued discussion of plans for the new sidewalk railing.

- Leo Jacobs Totem Pole – Discussion regarding size, price, damage, evaluation, etc. Jerrie will ask for a more complete set of digital photos. Anastasia will research the matter of “wings” on the totem. Item was tabled until we get more information and photos.

**NEW BUSINESS:** Diana, Dave, and Janine's Board positions are expiring this year. They were all encouraged to write the Borough and express interest in continuing on the Board.

**BOARD DISCUSSION:** Jim reminded us that due to the present economy, FRUGALITY must be our watchword.

- Janine was concerned that her position on the SMCC Board might conflict with her job at the HB Public Library. Consensus was that all she had to do was recuse herself if there was a possible conflict.

- Short discussion regarding cooperation between the Library and the Museum on projects and funding.

**COMMITTEE MEETINGS:** Governance Committee – Monday, Nov. 12, 2012 at 11:00 a.m.

**NEXT BOARD MEETING:**

- Regular Board Meeting -Tuesday, Nov. 13, 2012, at 11:30 a.m

**OTHER BUSINESS:**

Motion m/s Michael & Pam – Moved that we go into executive session to discuss Jerrie Clarke's request to rescind her resignation, because this discussion in an open meeting may tend to prejudice the reputation and character of people involved. Passed unanimously.

Jerrie opted to not be present during the executive session.

Meeting temporarily adjourned to executive session at 12:15 p.m.

Regular Board Meeting called to order again at 3:35 p.m. Non-Board members were invited to return to the meeting.

Motion m/s Pam & Michael – Moved that we accept Jerrie's retraction of her resignation under conditions that will be specified in writing and discussed verbally as soon as is practicable. Passed unanimously.

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**MEETING ADJOURNED** at 3:38 p.m.

Respectfully submitted,

*Bob Adkins*, secretary

## **FYI ADDENDUM – RETREAT FOLLOW-UP** from SMCC minutes of 5/17/12

- **RETREAT FOLLOWUP** – SMCC slogan was discussed. M/S Dave & Michael that several slogans be posted at the Open House for the public to vote on (*non-binding*) or to make further suggestions. Passed unanimously
  - Bob’s assignment – son-in-law is still in London. Will return soon.
  - Lorrie’s assignment – she has compiled a list of local organizations and non-profits who might be interested in using the museum for their meetings. Emblem Club in particular was discussed, so Jerrie and Frankie will look into this further.
  - SMCC Lobby is being rearranged, although there is still much more to do. Gordon Whitermore quoted \$460 (labor and materials) to box in the residue from the old security gate. M/S Jim & Lorrie to go ahead, with funds to come from wherever they can be found. Passed unanimously.
  - Karen and Jim will make a label for Jim’s display at the Visitor’s Center. Jim will install it.
  - Docent training for the Board will occur after the next Board meeting.
  - Dave met with the mayor regarding the damaged steps and railing. She says it’s our responsibility to come up with a specific plan. Since SE Roadbuilders will be removing the front sidewalk anyway, Jim volunteered to talk to Eddie Bryant and Brian Lempke (*Borough*) and SE Roadbuilders about removing the steps and railing at the same time. Then we can formulate a plan for replacing them.
  - Jim will e-mail his list of possible corporate donors to Jerrie.
  - Michael provided a very helpful package of materials regarding corporate donorship that his previous company used. It included procedures and visuals. Thanks Michael.
  - Jerrie said that Ann Myren and Cecilie Stern appeared to be our best bet for Strategic Planning, but we also are short of funds. She will continue to explore the possibilities.
  - Michael suggested putting two computer stations in the lobby, so staff could work up there on a scheduled basis. That way visitors’ first contact would be with professional museum staff. Dave suggested permanent office stations in the lobby, and allowing one or two interns to live downstairs in the “Hakkinen Apartment”. That would provide addition staffing at very little extra cost.