

# *Mendocino County Museum*

## **MENDOCINO ADVISORY BOARD**

**January 14, 2019 Minutes**

### **Members Present:**

**Roger Krueger**, Mendocino County Historical Society Representative

**Troy James**, Roots of Motive Power Representative

**Rebecca Montes**, Mendocino College Representative, Museum Advisory Board Chair

**Brent Walker**, Third District Representative

**Jim Eddie**, First District Representative

**Rick Martin**, Fourth District Representative

### **Guests**

**Karen Horner**, Cultural Services Director

**Megan Dukett**, Program Administrator

**Karen Mattson**, Museum Curator

**Meeting called to order at 10:05**

**Motion to approve consent agenda:** Troy James made a motion, Brent Walker seconded the motion

**Board voted to accept past minutes:** all in favor

**Public Expression:** None

### **Museum Director's Report:**

Karen Horner stated that it feels like this is the first time there is no chaos. Things are positive here. There will be a Vintage Toy Craft every third Saturday. "A Gift of Vintage Stories" was performed by Linda Pack and R. Bobby. A total of 18 people attended. It was a great event. The museum also partnered with the Library to host two Holiday craft nights. Over 300 people attended the joint Holiday event between Roots and the Museum it was a great success.

The museum has been keeping busy over the past months:

- The Museum moved the Seabiscuit column to open up space.
- There was a Museum/Library/Roots/Literacy volunteer party coordinated by Karen Mattson and Will Minor.
- There is a new volunteer at the museum.
- The McNamee Store exhibit is being removed. The artifacts are being cleaned and photographed.
- The *History Alive* performances were held at 5 schools and were very popular.

- The Museum has created a survey to determine if the current museum hours are serving the needs of the community. Is there a need for extended hours during the week? Which night would that be? Is it worth being open on Sunday?
- The museum is looking into a new home for the Jeep that is stored behind the museum. Homeless are sleeping in it and it is being vandalized.
- Karen gave a verbal budget update: Next year they will track the budget and report supplies and program costs. Next budget year is July 1<sup>st</sup> –June 30<sup>th</sup>.

Rebecca asked for clarification about the school performances. Karen Horner said that Lina Pack created something small and kid friendly. This is performed for schools at no charge; instead the museum pays for it and considers it a program. Rebecca Montes asked about the future of the Roadshow. Karen Horner stated that we will evaluate what the museum can offer in the future. They are looking into how we can do better and more. Karen Horner stated that the Roadshow is not feasible anymore. It was not appropriately created in terms of policies and contracts etc. We will be working with Linda Pack to do other small creative performances.

Jim Eddie stated that we have a big county and that we need to do more to reach out and let people know we are alive, we care and protect history and are open to the public. Karen Horner agreed and said we are slowly working to outreach. She is hoping to do community outreach and have displays at libraries and county departments.

### **CSA Update**

Karen Horner is overseeing the Libraries, Parks and Museum. There is a new CSA office in Ukiah shared by other County Offices. Everything for the museum goes through the CSA Administration. Staff here focuses on daily museum operation. No issues popped up for CSA Administration. Megan Dukett and Karen Horner are working to fix the museum and are looking at hours. Rebecca asked if Karen Horner's time was sufficient. Karen Horner stated that with Megan Dukett and Karen Mattson here, we are very effective with our time. Rebecca Montes asked Megan if she had started to work for the Parks. Megan Dukett shared that there was a RFP Needs Assessment and that; yes she is working for the parks.

### **Unfinished Business:**

Exhibit Update: The Vintage Toys exhibit will come down in March. The World War I, traveling exhibit from NARA will open on April, 6<sup>th</sup>. Megan Dukett shared that she is still finalizing program details but there will be:

- NCO Garden Project partnership featuring a garden tour and discussion about Victory Gardens in May.
- Knitting for our Troops event
- Film Screening of, *All is Quiet on the Western Front*
- Red Poppy Remembrance Craft
- Possibly a patriotic museum music performance for the opening day of the exhibit

**Policy Update:** The policy meeting was positive. The goal was to have a finished policy to present to the Board of Supervisors. Karen Horner stated that the museum was asking for input from the MAB board before taking it to the Board of Supervisors. Troy stated it was clear and sensibly written. Troy made a motion to accept the Policy. Rick Martin Seconded it. All voted in favor of supporting the policy.

**New Business:**

**Election of Officers:**

Rebecca Montes shared that elections needed to be held. Roger made a motion to re-elect Rebecca Montes for Chair. Brent seconded the motion. The vote was unanimous.

Troy made a motion to keep Roger Kruger as Vice-Chair. Brent seconded the motion. The vote was unanimous.

**Museum Operation Changes and Updated**

- There was a discussion about the museum hours. It was determined that the survey would be made available in as many places as possible. Jim Eddie suggested that the museum could always be open for big events. There was conversation about being open at night and offering more programs during that time.
- The museum is seeing increased attendance since the introduction of the Free Admission with Mendocino County Library Card program.
- The Gift Shop will be downsized and placed in the front office... The current gift shop space will be used for interpretive and interactive exhibit space. Megan Dukett applied for a grant for appropriate interpretive items. There is a considerable amount of inventory that will need to be weeded out. There is also considerable amount of work to be done to deal with the Non-Profit takeover and back taxes. Karen Horner and Megan Dukett met with the auditor to discuss what needs to be done. Brent Walker said he is in favor of keeping the books and making them available.
- Karen Horner said they will be using an empty room to create a designated research library. Karen Horner has identified a solution for having an additional staff person to assist with Archives and research requests. She hoped to report this in the future,
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**Next Meeting: March 11<sup>th</sup> at 10:00**

Troy asked if there would be any value in adding a Library Representative to the MAB board.

Karen will look into it. Troy asked about the status of the Fire Tower? Karen will look into.

Troy asked if the MOU could be on the next agenda. Roger asked that Rebecca Montes

respond to the Mr. Pullen about his request to explore funding for a new museum site.

**Meeting adjourned at 11:24.**

**Next Meeting: March 11<sup>th</sup> at 10:00**