

**SHELDON MUSEUM AND CULTURAL CENTER, INC**  
**Board of Trustees Meeting Minutes**  
**Monday, November 17, 2014 at the Sheldon Museum**

**CALL TO ORDER:** 3:11pm by Board Vice President Jim Shook

**ATTENDANCE:**

**Board:**

Jim Shook, Vice President

Anastasia Wiley, Secretary

John Hagen

Ginger Jewell

Dave Pahl

**Staff:** Helen Alten, Blythe Carter

**Borough Liaison:** Diana Lapham

**Guests:** None

**ADDITIONS TO THE AGENDA:** None

**APPROVAL OF AGENDA:** M/S John Hagen/ Dave Pahl to approve agenda - approved unanimously.

**APPROVAL OF MINUTES:** M/S Anastasia Wiley/ John Hagen to approve minutes of last meeting - approved unanimously.

**STAFF REPORT:** A Staff Report was included in the Board's packet. Helen emphasized:

- Eagle Festival bazaar brought in 1 visitor on Friday. No visitors on Saturday
- "A Culture of Eagles" display was prepared by Andrea Nelson and is on display in the cases under the Chilkat Blankets.
- Discussion ensued concerning the need for more advertising. Jim Shook wants more copies for the Board of Michael's SMCC cards. Blythe Carter passed out two versions of a flyer that will go in all resident's boxes. In addition, a community Membership Meeting is planned to increase visibility.
- Marine Corps birthday was a successful veteran's event at the Museum.
- "Snowflakes: Nature's Dazzling Design Photograph Exhibit" (**Jan 23-Mar 15**) will be delivered free by Lynden Transport and Alaska Maritime Lines, crate was completed this week by donor and donor halved rental on this show.
- "Key Ingredients" Smithsonian Food Exhibit (April – Sept) will be picked up on Nov 26 by George Campbell and stored in his storage units until May 1<sup>st</sup> when the exhibit will be shown. SMCC keeps the panels and crates from this display which it can use for future travelling exhibits. Jim Shook suggested that future exhibits should emphasize the older generation. Anastasia suggested they can consult on previous food industries that used to exist in the Chilkat Valley such as dairy farming as part of this project.
- "New Pathways" was reviewed for two hours before the Board meeting. **Reminder: Laurie Wolf will be at SMCC on December 1, 9:30am-2:30pm.** All Board members are asked to be present for this important event!
- AASLH work shop is in May at SMCC. Fliers will be here at the start of December. AASLH will be promoting Haines restaurants and hotels.
- Six-week Spotlight requests are beginning to be made by Andrea Nelson.
- First Quarter Report went to the Borough Manager and will be the basis for an Annual Report to the Board, Borough and Members of the Community.
- Brochure is in process for the Community Membership Campaign.
- NEH and IMLS grant requests are due December 1<sup>st</sup> along with others. Helen is working on all these now. Grants are for \$350,000 for two staff for digitizing films, VHS, etc. and moving the halon panel and archives downstairs where the lower level will be turned into a research area with computers for access by others.

**PRESIDENT'S REPORT:** No president's report at this time.

**TREASURER'S REPORT:** No treasurer's report at this time.

## **COMMITTEE REPORTS:**

**Fund Raising Committee (COW)** – Helen Alten, Chairman-

- Meeting summarized; events included in Old Business

**Collection Committee** – Jim Heaton, Chairman

- Jim Shook stated that a few pieces to dispose of were discussed. Helen pointed out that she also needs a list of what pieces have come in recently.

**Education Committee**- Ginger Jewel, Chairman

- Report was sent to everyone and attached to Board's packet.

**Exhibits Committee** – John Hagen, Chairman

**Facility Committee** – Dave Pahl, Chairman

**Landscaping Committee** – TBA

## **OLD BUSINESS:**

- Need for two new Board members discussed and the need for advertising questioned. Borough does officially advertise vacant Board positions on the Post Office wall for the community. Borough process discussed by Diana Lapham who is the temporary Borough liaison until the new mayor can assign an assembly member at the Dec. 16<sup>th</sup> assembly meeting.
- Fundraising: 5-10-15 Exhibit discussed (see application for participants in Board's packet); John Hagen explained the event: 5 pieces, for \$10, 10x10 size, for 15 days at the **beginning of 2015**.
- Gingerbread House: (**Dec. 6: 1-4pm**), one house to be made per family, \$45.00 for non-members, \$25.00 for members.
- Christmas Bazaars: (**Nov. 22<sup>nd</sup> and Nov. 29<sup>th</sup>, 10am-2pm**) Present wrapping table; Blythe Carter is in charge and has assistants lined up, Anastasia volunteered to wrap from 10am- before 1pm if needed.

## **NEW BUSINESS:**

- Ethics on-line class has been offered to restart **Dec 1- 21<sup>st</sup>** so that all Board members can take part. Dave Pahl will not be participating due to a lack of time. A skype discussion with Professor John Simmons followed the formal Board meeting.
- Museum Membership Meeting discussed. The meeting will be held on **Dec. 17<sup>th</sup> 4-6pm** and will include a community membership drive, members sign-up and presentation of Director's Annual Report as the December Board meeting.
- Winter Clan House Open House will be Friday, **Nov 21<sup>st</sup> 9:30-11:00am**. Display is being prepared by Julie Folta and Diane Sly.
- Museum Holiday Camps (**Dec. 22&23 and Dec.29&30, 10-2:00pm**) will include all three borough entities: Library will participate for one day, school and museum all four days. Camps to include preparation for the holidays, building and construction also including building floats at the school pool and swimming lessons.

## **BOARD DISCUSSION:**

- No additional Board discussions.

## **COMMITTEE MEETINGS:**

**Fundraising Committee** –

**Collections Committee**-

**Education Committee** -

**Exhibits Committee**-

**Facility Committee**-

**Landscaping Committee**-

No meetings were set due to holidays and number of scheduled activities.

**NEXT BOARD MEETING: Dec. 17<sup>th</sup>, 4:00-6:00pm** with the Community- Membership Drive, New Member Sign-up, and Director's Annual Report.

**MEETING ADJOURNED:** 4:00pm followed by 1 hour skype discussion with Ethics class Professor John Simmons.

Respectfully submitted,

**Anastasia Wiley**, Secretary