

**SHELDON MUSEUM AND CULTURAL CENTER, INC.**  
**Board of Trustees Meeting Minutes**  
**January 13, 2015 at 4:00 p.m. at the Sheldon Museum**

**CALL TO ORDER:** 4:05 p.m. by Board President Jim Heaton

**ATTENDANCE:**

**Board:** Jim Heaton, President

Jim Shook, Vice President, via telephone

Michael Marks, Treasurer & Secretary for this meeting

Lorraine Dudzik

Ginger Jewell

Dave Pahl, via telephone

**Staff:** Helen Alten

**Borough Liaison:** Diana Lapham

**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/Jim Shook to approve minutes of last meeting - approved unanimously.

**STAFF/BOARD REPORTS:**

- Museum Director - The Annual Report was emailed to all Board Directors. New Snow Flake exhibit opening January 23 4:00-6:00 p.m.. Museum made more money than budgeted due to increased grant funding. Annual Report was sent to Borough Assembly and David Sosa.
- President's Report - No report
- Treasurer's Report - Michael closed the Gaming Account and placed those funds in the Educational Endowment Account and Pay Pal Account so they will not be charged future monthly finance fees. He will look into opening up an account with the Alaska Community Foundation in order to increase dividends and see if it is possible to merge the Educational Endowment and Endowment Account into one.
- Committee Reports
- New Pathway - No report
- Education - No report
- Collections - No report
- Landscaping - No report
- Facility - Dave is awaiting MRC report in order to determine impact on the Museum facility. It was mentioned the Haines Borough is moving to a electronic Work Order in order to provide better service. Helen shared that there are some repairs needed for the main ramp, front door lock and need for door on basement side door. The shed needs painting which maybe accomplished by a work party in the Spring. Not all maintenance funds have been used and Helen would like to consider using some of the money to hire a person to help with the flowers and planters around the Museum. Jim mentioned he never heard any negative comments from visitors.

**OLD BUSINESS:**

- Diana Kelm has filed paperwork to become a new Board Member. M/S Michael Marks/Dave Pahl to approved Diana Kelm as a new Board Member -approved unanimously.
- Museum Membership brochure review of proof. 2000 copies to be printed at a cost of \$1,400. Will be mailed to past sponsors and residents at the end of the month.
- New Pathways site visit on January 28 from 9:30 a.m.-1:30 p.m.
- MRV Architects site visit Jan. 22 & 23 they will present ideas on how the Museum serves the community and what steps to take to redo museum. Need for an elevator, double wide doors and other changes. Jim mentioned we could save money by shutting down the heater in Storage Shed and storing paints at Borough facility.
- Ethics Statement will be email to Board Members to sign and return.
- Programming for Snowflakes exhibit include Diuane Sly and Pam Moore doing children's programs, Avalanche Center will do an evening program, local Ski Makers have been invited and Seaba asked to be contacted in Feb., Bruce Gilbert will present a movie of his mountain climbing. It was recommended to

contact John Svenson, and Bill Holten of the Ski Club. Idea to have cross country ski route around town or snow show soft ball.

**NEW BUSINESS:**

- Snowflake Exhibit Opening Jan. 23 4:00-6:00 p.m. Board Members were asked to bring food.
- New staff Lin Edgar and CJ paid for with a \$7,000 grant. CJ will develop a Past Perfect manual and teach Lin how to implement.
- 2/14/14 Fundraiser: Casablanca Movie and Moroccan 5-course gourmet dinner. Tony Strong will prepare the dinner. Costs will be \$35 per person for dinner and \$10 per person for movie only. Will need many volunteers and assistance from ALL Board Members to be successful.
- Credit Card processing - a contract with high fees was signed 12 years ago and continued by a signature from Blythe. Can not find the original contract but it is recommended to discontinue or buy out contract and sign up with another company with lower fees.

**NEXT BOARD MEETING: February 11, 2015 at 4:00 p.m.**

**MEETING ADJOURNED:** 5:15 p.m.

Respectfully submitted,  
Michael Marks, Treasurer