

SHELDON MUSEUM AND CULTURAL CENTER, INC
Board of Trustees Meeting Minutes
Wednesday, February 20, 2013, at the Sheldon Museum

CALL TO ORDER: 1:01 p.m. by Board President Jim Heaton

ATTENDANCE: BOARD – Michael Marks, Lorrie Dudzik, Pam Randles, Jim Heaton, Dave Pahl, Anastasia Wiley and Jim Shook: **STAFF** – Jerrie Clarke: **BOARD LIAISON** – Dave Berry **ABSENT** – Bob Adkins

ADDITIONS TO THE AGENDA: None

APPROVAL OF AGENDA: M/S Lorrie & Anastasia, approved as amended.

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

CORRESPONDENCE/VISITORS: Paula Turner-potential new board member

STAFF REPORT:

- January-February 2013 information reviewed.
- Conference Update: Arrangements have been made for the use of the Chilkat Center and the Port Chilkoot Bible Church for conference facilities. “Save the Date” post cards to be sent out next month to members of Museums Alaska, the Alaska Historical Society and some locations in Canada such as Whitehorse and Haines Junction. Michael Gates, “History Hunter” from Parks Canada has been selected as the keynote speaker for Museums Alaska and Jackie Johnson Pata, Executive Director of Congress of American Indians will be the keynote speaker for the Alaska Historical Society. This year’s themes are *Collaborations: Coming Together for Museums* for Museums Alaska and *Confluence* for the Alaska Historical Society.

FINANCIAL REPORT:

- See Fund Balance Sheet handout in your package. Review of current finances and mention of the Museum Passes which were successful last year and will work on implementing a similar program this Spring.

COMMITTEE REPORTS:

- The Finance Committee met on January 29th and reviewed the proposed upcoming budget and tax reporting documents.
- Eldred Rock Committee reports that it held a meeting on January 28th and divided up various job duties and will meet again March 6th. Jim Shook contacted Ed Page at the Marine Exchange of Alaska and reported that they are interested in assisting by donating the use of their landing craft, \$5,000 per year for restoration as well as professional advice. MXA will be installing and monitoring weather equipment at Eldred Rock and have a true interest in the restoration of this historic lighthouse. Tod Sebens has also offered his services as captain and his boat for cost of expenses. A letter has been sent to Gary Gillette, President of the Gastineau Historical Society requesting information on his services that would be available for the project. It was noted that research was completed that indicates the ADA access to Eldred Rock is not a major concern. Dave Berry mentioned the potential for income from telecommunication access at Eldred Rock. A teleconference call between the Board, Ed Page and Gary Gillette to be set up for March 8th. M/S

Dave and Anastasia to continue gathering information for the potential leasing of Eldred Rock.
Motion carried.

OLD BUSINESS:

- Conflict of Interest Forms were requested from all Board Members.
- Anastasia volunteered to be the new alternative member on the Gaming Permit and will take the necessary test in the near future. Michael will be promoted to member in charge.
- Review of the CVHS Endowment to ACF after receiving new information which states that the investment of the Endowment would become the property of ACF to manage, certain investment fees would be charged and the interest earned would be available for use by the Sheldon Museum. M/S Pam & Anastasia to table this item for further discussion as a committee of the whole with Ann Myren. Motion carried,
- Borough Liaison, Dave Berry shared that he would make arrangements to be present for one hour at Board meetings.

NEW BUSINESS:

- A temporary bank account will be opened for the purposes of the Museums Alaska conference and the Sheldon Museum will deposit \$1500 to start the account and will be reimbursed at the conclusion of the Conference. Museums Alaska and the Alaska Historical Society will each deposit \$500 toward conference expenses. M/S Pam and Jim to open a bank account dedicated to the Museums Alaska Conference. Motion carried.
- Review and approval of the FY2014 budgets with knowledge that the actual amounts may change after the Union negotiations and if insurance goes up. A discussion took place on researching the purchase of a pellet stove to save money. M/S Jim and Pam to approve the proposed budget. Motion carried.
- Totem Pole Project was discussed with its goal to showcase local artists carving a totem pole in public demonstrations during the 2013-14 tourist seasons to create a new permanent work of art in front of the museum, encourage increased attendance and gift shop sales. A bid request for the project to be prepared and posted. M/S Dave and Anastasia to use the Totem Pole Task Force brief as a guide to advance the project to the next step. Motion carried.
- Schedule Strategic Planning session for April 26 & 27 at the Museum and the Boards annual retreat for April 20th with Klukwan Hospitality House as the possible location.

BOARD DISCUSSION: Board members will have the option to complete evaluation documents for Jerrie's annual review. Jim H. and Jim S. will review any evaluation documents submitted, compile and complete the final document to present during Jerrie's annual review with a deadline of March 1, 2013.

COMMITTEE MEETINGS: Eldred Rock Comm. -- Wednesday, March 6, 2013 at 5:00 p.m.

NEXT BOARD MEETING: Regular Board Meeting –Wed., March. 20, 2013, at 1:00 p.m.
Retreat scheduled for April 20 from 10:00 to 2:00.

MEETING ADJOURNED at 3.12 p.m.

Respectfully submitted,

Michael Marks, treasurer