

SHELDON MUSEUM AND CULTURAL CENTER, INC
Board of Trustees Meeting Minutes
Thursday, July 18, 2013, at the Sheldon Museum

CALL TO ORDER: 1:03 p.m. by President Jim Heaton

ATTENDANCE: BOARD – Michael Marks, Lorrie Dudzik, Bob Adkins, Jim Heaton, John Hagen and Dave Pahl: **STAFF** – Tina Baskaya, Blythe Carter: **BOARD LIAISON** – None

ADDITIONS TO THE AGENDA: Under Staff Report - Shed report.

APPROVAL OF AGENDA: M/S Michael & Dave. - approved unanimously

APPROVAL OF JUNE 10 MINUTES : M/S Michael & Bob – approved unanimously

APPROVAL OF JUNE 17 SPECIAL MEETING MINUTES : M/S Bob & John – approved.

CORRESPONDENCE/VISITORS: None

STAFF REPORT: See handout in packet.

- Computer OS and software needs to be updated this winter, as they will not be supported by their manufacturers in the near future.
- Conference Update – Christina reported that we still need some caterers. The Board was also asked to concentrate on finding local sponsors.
- Shed – Dave reported that the shed is still unorganized. There are several boxes of low grade paper and lots of other “stuff” that needs to go, including Clara Nevada props. Needs to be organized, collection items protected from dust and dirt, and arranged so the woodshop tools can be used. Board will visit the shed after the meeting.

FINANCIAL REPORT: See handout of *Profit and Loss 2013* in packet.

COMMITTEE REPORTS: The Eldred Rock Committee has split off from SMCC and is now the Eldred Rock Preservation Association. It has filed for 501C3 status. Pam Randles has resigned from the SMCC Board to devote all of her energies to Eldred Rock. USCG is expected to give them at least a one month extension on their remodeling plan. USCG has still to decontaminate the site.

The question was raised that if the Eldred Rock Committee has split off and gone independent, is SMCC still involved, and are we still responsible and/or liable for any part of the project? This needs to be clarified.

OLD BUSINESS: Stipend for intern – M/S Michael & Dave to grant Erica an \$1800 stipend for her three months internship.

NEW BUSINESS: A new phone system has been informally approved by the Board by polling.

M/S Michael & John to appropriate \$5298 for the new system. It was mentioned that all project expenditures over \$5k need to be put out to bid. However, AP&T is the only business in town who can provide the necessary update and equipment.

- Art Acquisition Fund - The applications have been filed.
- John Hairr, the newly hired Director, has been assigned to deliver both the opening and closing remarks at the conference in September.
- Fair Booth – We still need volunteers to man the fair booth July 25-28.
- The hand rails on the new front steps are nearly complete and look very nice. Many thanks to the Borough, Carlos, and Dave.

M/S Michael & John to purchase 2 yards of topsoil to complete the landscaping around the new steps. Approved unanimously.

BOARD DISCUSSION: Felix Mussik, our summer intern from Berlin, Germany, was introduced to the Board.

- Reminder that participating musicians need to be mentioned in the Conference Booklet.

NEXT BOARD MEETING: Regular Board Meeting – Mon, Aug. 19, 2013, at 1:00 p.m.

MEETING ADJOURNED at 2:01 p.m. and members gathered in the shed.

Respectfully submitted,

BdbAdkins, secretary