

**SHELDON MUSEUM AND CULTURAL CENTER, INC**  
**Board of Trustees Meeting Minutes**  
**Monday, October 7, 2013, 12:00 p.m. at the Sheldon Museum**

**CALL TO ORDER:** 12:02 p.m. by Board President Jim Heaton

**ATTENDANCE:** BOARD – Jim Heaton, Michael Marks, Jim Shook, Bob Adkins, Lorrie Dudzik, Anastasia Wiley, John Hagen and Dave Pahl  
STAFF - Blythe Carter  
BOROUGH LIAISON - Not present

**ADDITIONS TO THE AGENDA:** None

**APPROVAL OF AGENDA:** M/S Michael & Bob - approved unanimously

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

**STAFF REPORT:** Preliminary profit of \$6118.51, but all bills are not in yet.

- Christina put in an extra 30.5 hours in planning for the Museums Alaska Conference.
- Jerrie Clarke took leave without pay to come to the Conference and put in two weeks at 8 hours/day for the Conference. She insisted that she wanted no reimbursement.
- M/S Dave & Jim S. to pay Christina \$604.51 for her extra time. Also to ask her for a written de-briefing of the Conference and her thoughts on SMCC. Passed unanimously
- M/S Anastasia & Michael to reimburse Jerrie \$400 for her Conference services. Passed unanimously.

**OUR HEARTFELT THANKS TO BOTH CHRISTINA AND JERRIE FOR ALL THEIR EFFORTS ON BEHALF OF SMCC AND THE MUSEUMS ALASKA CONFERENCE.**

**NEW BUSINESS:**

- Director Hiring Process - Jim S. requested that the Board go into executive session at 12:47
- Executive session ended at 1:48

Jim H. will arrange telephone interviews with the three finalists for next Tuesday, October 15, starting at noon. The three finalists are James Grof, Helen Alten, and Marnie Leist.

- Staffing for October – Kris will be gone for the next two weeks, so Blythe will be the only full time staff available. SMCC will be closed on Saturdays. SMCC office will be open from 10:00 a.m. until 4:00 p.m. M-F. M/S Michael & Jim S to hire Andrea Nelson as a 60-day emergency hire. Passed unanimously. M/S Jim S. & Anastasia to appoint Blythe as interim director retroactively as of 10/1/13 until our new director comes on board. Passed unanimously.

**NEXT BOARD MEETING:** Wednesday, October 16, 2013 at 12:00 noon

**HIRING COMMITTEE MEETING:** Tuesday, October 15, 2013 at 12:00 noon

**DISCUSSION:** Each Board member should have three questions for each of the finalists for the interviews on Tuesday.

**MEETING ADJOURNED:** at 2:13 p.m.

Respectfully submitted,

**Bob Adkins**, Secretary