

**SHELDON MUSEUM AND CULTURAL CENTER, INC**  
**Board of Trustees Meeting Minutes**  
**February 17, 2016 at the Sheldon Museum**

**CALL TO ORDER:** 3:41pm by President Jim Shook

**ATTENDANCE:**

**BOARD: *Present***

Jim Shook, President  
Kelleen Adams, Vice President  
Michael Marks, Treasurer/ Lorrie Dudzik  
Anastasia Wiley, Secretary  
Diana Kelm  
John Carlson

**BOARD: *Absent***

Gregg Richmond  
Tim Ackerman

**STAFF:** Helen Alten, Director; Amy Lowery, Intern

**BOROUGH LIAISON:** None

**GUESTS:** Tom Morphet CVN; Brad Ryan Acting Borough Manager; Jillian Rogers

**ADDITIONS TO THE AGENDA:** Special Events Permit for License for Free Ride World Tour Welcoming Reception

**APPROVAL OF AGENDA:** M/S Michael/Diana to approve amended agenda- approved unanimously 5/5.

**APPROVAL OF MINUTES:** M/S Michael/Kelleen to approve minutes of last meeting - approved unanimously 5/5 after discussion on Ethics Meeting (Jan. 19 @ 5:00pm) and Tourism Meeting (cancelled) as listed in the minutes. Ethics Meeting minutes to be typed up by Michael Marks and submitted at the next regular Board meeting.

**PUBLIC COMMENTS:**

- Lori provided comments on Museum Name Change; the word 'community' should be eliminated from consideration in the new Museum name as should 'Cultural Center' and other similar qualifiers. Dudzik and Board made comments that these words are unnecessary, redundant, superfluous, and limiting.

**MUSEUM DIRECTOR'S REPORT:**

A complete report was included in the Board's packet. Helen emphasized:

- CHAMP (Culture, History, Art, Museum Partners) meeting attended by Helen, Jan. 27-29, 2016. Finance committee discussed HB 52/SB61 (New Museum Construction and Renovation Grants); talked to legislators. Need to institute now so name is at top of list to receive half of the funds for the future renovation from the State otherwise only other way to get State funds is through bill pass-through or 'pork'.
- Helen will initiate Fundraising for AIA Collection.
- Helen has applied to the Alaska Humanities Forum for \$9,000.00 for a full-time archivist for 3-6 months.
- Member meeting is scheduled for March 24<sup>th</sup>. Other museums' invitations used as a model for one developed for this Members Meeting.
- MRV Architect's Plan shown to Board and Acting Borough Manager and conceptual design discussed. Board and Acting Borough Manager also discussed funds that may or may not be available from Borough. Rasmuson has a Pre-Design program where they fund detailed design work which Helen intends on pursuing.

**PRESIDENT'S REPORT:** Pictures of "Glory Hole" distributed and landmark was discussed.

- Discussion included request for Board to attend assembly budget meetings and testify. Testimonial subjects to be spread out with Board members.

**TREASURER'S REPORT:** Included in Budget Discussion under Business below.

## **BUSINESS:**

### Proposed Budget-

- Helen explained Museum three budget options with Acting Borough Manager, Brad Ryan and Board held discussions. Ryan explained that the proposed 3% budget by the Borough is only half of the short fall funds to the Borough from State Revenue Sharing which is 6%. Helen emphasized the need for decent staff salaries and that the 3% cut has to affect staff salaries/hours since that is all the Borough funds for the Museum whereas others can cut materials, etc. Board/Helen asked Ryan to flat line the museum salaries instead of 3% decrease.
- Capital Improvement Project- Ryan stated that separate funds may be available for this effort. Museum should at least apply and the Borough distributes funds in order of request until the money is gone.
- Also discussed other ways to get funding such as with a gaming permit and then investing in pull tabs.
- Board separately discussed three budget scenarios and how this would impact staff. The Best Case Scenario increases the personnel line by \$38,209.00.

### **• Motion:**

“Proceed with Budget based on Best Case Scenario which we will present to the Borough Assembly”

M/S Michael/Kelleen; approved unanimously (6/6)

### Liquor License-

- Special Events Permit is needed for Liquor License for Free Ride World Tour Welcoming Reception on March 16, 5:00-7:00pm. Board discussed merits of having a liquor license.

### **• Motion:**

“Approve applying to the ABC Board for a Special Events Permit to serve Alcohol on March 16, 5:00-7:00pm at the Free Ride World Tour”

M/S Michael/Kelleen; approved unanimously (6/6)

### Community Input about Museum Name-

- There had been no input until the last two days. Three letters:

1- No name change suggested

2- Name: ‘Haines Sheldon Museum’ was suggested. The Sheldon family was polled and they approved the new name change as long as ‘Sheldon’ remained in the name.

3- On face book there are also comments about leaving the name alone.

The Board stated that the suggested name includes: Sheldon- the founder, Haines- the community, and Museum- our business all of which were appropriate and comprehensive.

### **• Motion:**

“We as a Board change the official name of the Museum to: ‘Haines Sheldon Museum’”

M/S Kelleen/Michael passed by a vote of 5/6, Diana Kelm objecting.

### Director Evaluation-

- To be conducted in closed session on **Thursday, Feb. 25, 2016 @ 4:00pm at Lynn View Lodge**, hosted by Kelleen Adams, Board Vice President.

## **HOUSEKEEPING:**

- Michael Marks and Anastasia Wiley switched back Board positions with Michael Marks remaining as Treasurer and Anastasia Wiley remaining as Secretary.
- Committee Assignments- Postponed

## **BOARD DISCUSSION:**

- Tourism- Discussed increasing admissions by 2x last year’s fees to help make up budget deficit. CVN is raising advertising fees. Michael should hear soon about Cruise Tour to the Museum. **Tourism Planning Meeting Tuesday, March 1, 2016 @ 4:00pm at the Museum.**

**NEXT BOARD MEETING: March 9, 2016 @ 4:00pm at the Museum**

**MEETING ADJOURNED: 5:31pm**

Respectfully submitted: **Anastasia Wiley, Secretary**