

HAINES SHELDON MUSEUM
Board of Trustees Minutes
December 20, 2016, 4 p.m. at the Sheldon Museum

CALL TO ORDER - 4:18pm by Kelleen Adams (acting president)

Present - John Carlson, Helen Alten, Kelleen Adams, Tim Ackerman, Lorrie Dudzik, Michael Marks, Tresham Gregg, Tony Habra

Excused - Diana Kelm

Unexcused - Anastasia Wiley

Additions to agenda - none

Approval of agenda - Michael, Tim M/S to approve agenda as written. Approved unanimously.

Approval of Minutes:

- November 3, 2016 - Michael/Tim M/S to approve minutes as written. Approved unanimously.

Public Comments - Tresham stated that he is happy to be our liaison. He hopes we will do more community outreach in the future.

Business

- Approval of new board members
 - Anthony Habra
 - Anastasia Wiley

Michael/John M/S to approve Anthony Habra for the board. Approved unanimously. Michael/Kelleen M/S to postpone finalization of Anastasia's reappointment until she returns. Approved unanimously.

- Election of officers - John/Tim M/S to nominate Kelleen as president. Approved unanimously. Kelleen/John M/S to nominate Tony as vice president. Approved unanimously. John will continue as treasurer and Lorrie will continue as secretary.
- Logo - We discussed the advisability of searching on the internet for a logo design or searching in the community for an artist to design our logo. Tony/Tim M/S to advertise to the community a logo design contest with a \$300 prize. We will get public input on the first Friday in February. Approved unanimously.
- New Staff Hires
 - Henry Pollan (custodian)
 - Alesia Peirson (bookkeeper)

Propose that \$10,000 be used from our non-endowment fund to supplement pay for two six-month positions:

- (1) Propose Sarah (Aly) Zeiger be hired for Museum Assistant position for \$15/hour, 29 hours/week until the end of June from the museum non-endowment fund. Total cost: \$14,822

- (2) Propose Austin Neal be hired for Information Technology Tech I position (\$18.70/hour) for 10 hours per week until the end of June from museum non-endowment fund. Total cost: \$5,302

Propose we hire best candidate (determined by personnel committee after board meeting) from applications for grant-funded intern position for \$10/hour, 30 hours/week until May, 40 hours/week May-June. Intern salary will be paid from two Museums Alaska Collection Management Grants. Grant to cover first three months of work has been received.

Tony/John M/S to earmark up to \$10,000 from our savings account to supplement borough pay and grants for a museum assistant, a technology position and/or an intern at the discretion of the director. Approved unanimously.

Staff/Board Reports:

- Museum Director - We received a \$14,000 grant from the Alaska Historical Commission for Madeline and Helen to do research in Juneau for our "Shaman" exhibit. We did not receive the National Historical Publications and Records Commission grant. We may get a professional archivist for a couple of months.
- President's Report - none
- Treasurer's Report - none

Next Board Meeting:

- Staff Evaluations
- Long Range Plan
- Summer Marketing Plan

Next Board meeting date: January 5, 2017 at 4 p.m.

Adjourn: 5:50pm

Respectfully submitted,

Lorrie Dudzik, secretary