

## **Museum Committee Meeting Minutes 6/15/21**

**Location: Remote, via GoToMeetings**

**Present:** Maddi McGraw (Curator), Adam Howard, Stacy Roth, Megan England, Carol Houde, Tara Puyat, Matthew Auxier, Sarah Glass, Jenna Fribley

**Absent:** Councilor Pitts (council liaison)

Meeting called to order by Chair Howard at 5:30 pm.

**Business from the Audience:** None

**Approval of agenda and minutes:** Agenda approved. Minutes from the May 18, 2021 meeting were approved.

**Curator Report:** Maddi provided a verbal report. She also welcomed Councilor Pitt as the Committee's new Council liaison and Mary Bridget Smith as a guest of the Committee.

**Subcommittee Reports:** Sarah, Jenna, and Megan shared the minutes from the June 8, 2021 Historic Atlas subcommittee meeting, and requested that committee members who would like to help draft a community survey send their ideas for questions to Maddi via email.

### **Unfinished Business:**

**A. Reports from Museum/Library Liaisons:** Sarah reported that she had attended the June 10, 2021 Library Foundation meeting, and that the Foundation had approved purchasing a quarantine freezer for the Museum during FY22. Maddi stated that she would ask Director Emily if the Museum Committee could join these trainings. Tara also stated that the Foundation's planned giving subcommittee had met, and were interested in including information about the Museum in a future brochure. Maddi stated that she would send the Museum's current brochure to the subcommittee chair as a start.

**B. Committee Bylaws Discussion:** After general discussion and edits, the bylaws draft was approved with changes added by the Committee. Maddi stated that she would send the approved bylaws to City Attorney Mary Bridget Smith to be included in the June 21, 2021 City Council packet.

**C. Continued Discussion of Potential Museum Taglines:** this item was tabled until the July 20, 2021 regular meeting.

### **New Business:**

**A. Review and Discuss New Part-Time Employee Job Description:** Maddi stated that this item was informational rather than actionable, but she wanted the Committee as a whole to be able to see what the new part-time employee would be focusing on. She stated that Mindy Linder, who would be the Museum's Community Engagement and Outreach Specialist, would be starting after July 1, 2021, and would be attending all future Committee and Foundation meetings.

**C. Information sharing:** Maddi stated that City Maintenance Supervisor Mike Manley had approached her about refreshing the exterior of the Museum's front gallery. Mike requested that at the next Committee meeting, a letter detailing the changes the Committee would like to see be drafted and used as evidence for the project. It was agreed that painting the stucco walls of the front exterior a color that better matched the brick of the rest of the building would be a good start.

Meeting adjourned at 6:37pm.