

Museum Committee Meeting Minutes 04/15/2025

Location: Springfield History Museum

Present: Chair Megan England, Vice Chair Patty Sage, Jenna Fribley, Tara Puyat, Mahala Ruddell, Jennifer Eisele, Steve Moe (council liaison), Maddi McGraw (Curator)

Absent:

Meeting called to order at 5:37 pm.

Business from the Audience: none

Approval of agenda and minutes: Agenda and minutes from the March 18, 2024 meeting approved.

Curator Report: Maddi provided a written report.

Community Engagement & Outreach Specialist Report: Mindy provided a written report.

Atlas Subcommittee Report: Spot editing continues on the final draft, reached out to Dr. David Lewis for his comments on the draft as well as to invite him to collaborate on research. New materials being digitized by Museum means that new pages are being created.

Historic Commission/Museum Committee Awards Subcommittee Report: Jenna stated that with Stacy being off the Committee, it would be helpful to have another Committee member join the subcommittee.

Haunted Museum Subcommittee Report: None.

Newsletter Subcommittee Report: Mahala shared that anyone with ideas for items to highlight in the newsletter could send them to her, and that the newsletters are usually finished by the end of each month. Maddi stated that she would send a collections highlight and a writeup from the Oregon Museums Association conference at the end of the month.

Reports from Museum/Library Liaisons: None.

Unfinished Business: None.

New Business:

- A. Welcome Packet:** Megan shared the current draft of the welcome packet for new members, and it was accepted by the Committee. Maddi stated that she would also add a page for the beginning with staff contact information and Museum hours and website

details. Maddi also stated that she would print and create 9 binders for the Committee, one for each member.

- B. FSPLHM Card Reader for Gift Shop:** This item will be added to Unfinished Business for the May 20, 2025 agenda.
- C. Letter about Library Budget:** This item will be added to Unfinished Business for the May 20, 2025 agenda. The Committee also requested that Director Emily David be present to help with crafting the letter.

Info Sharing:

Megan shared that she would be at Thurston High School for the Illumination program on Monday, April 21st. Megan also shared that it would be nice to hold quarterly meetings in the Museum, and the rest of the Committee agreed. Patty reiterated from the last meeting that it would be beneficial to have Committee members at an upcoming Art Walk to work on recruiting new members and sharing information, and Maddi asked the group if the next Art Walk on May 9 would be a good place to start, and the group agreed that it would. Maddi stated that she would put together a “meet the committee” flyer to share with the Art Walk organizers. Jenna shared that the permits for the Mill Street School building apartments were approved, so the project can move forward.

Meeting adjourned at 6:31 pm.