

Gardner Historical Museum, Inc.

Listed in the State and National Register of Historic Places



PO Box 442, 204 W. Main Street
Gardner, Kansas 66030
913-856-4447

<http://www.gardnerhistoricalmuseum.com>

Officer's Meeting Minutes

May 5, 2016

Call to Order: President Shirley V. called the meeting to order at 5:30 pm with four officers, three board and two museum members present.

Approval of Minutes: Minutes from the April meeting were presented for approval. A motion was made by Nancee R., seconded by Solene H. to approve the minutes as presented. Motion carried.

Treasurer's Report: Kim J. presented the Treasurer's Report for April. A question was asked whether it was time to review the policy of business memberships going to the mortgage account. This is an item for further discussion. Bills presented for approval: Kansas Tourism Guide listing fee, \$80. Linda L. requested reimbursement of \$19.90 for a one-time payment to Century Link of the website fee. The museum's Century Link account will be updated so that ongoing payments are made from the debit card account. A motion was made by Nancee, seconded by Aaron C. to pay the bills and approve the treasurer's report as presented. Motion carried. The Treasurer's Report will be filed with the minutes.

Old Business: Events Committee Report: Marcia G. and Solene gave an update on planning for Life on the Trails. Plans include tents, a campfire, a blacksmith, teepee, presentations by Chief Standing Cloud, and participation from Freedom's Frontier. The committee needs to find a PA system and pop-ups. Nancee will send an email to museum members requesting desserts and sides for the event workers, and volunteers in period clothing to help. A motion was made by Nancee to allot \$100 to the Events Committee to cover expenses. Motion approved. Marcia and Solene reported that the museum will have a float in the Fair parade, an exhibit focusing on Women Trailblazers featuring clothing and hats beginning in August, and that some houses have been confirmed for the Christmas Homes Tour.

Landscaping Report: A bill from the Flower Farm was received for reimbursement. A question was asked about what to do with the remaining dirt pile.

Tree Ring Update: Nothing to report.

JOCO Heritage Preservation Fund Coalition: Shirley reported that the foundation document is complete and being reviewed by the attorney. Money received by the foundation will go into the Kansas City League fund. The museum will always have one representative in the coalition. Nine museums are currently part of the committee.

City of Gardner: Nothing to report.

Business Membership: Shirley reported that she would like to revamp the mailing for the upcoming year.

Individual Membership: Linda reported that a second mailing of 20 letters went out to members who had not renewed. 2016 funds received year-to-date are \$3,880 compared to total 2015 funds of \$4,170.

Reece Films: Nothing to report.

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Acquisitions Policy: The policy for loaning items for temporary exhibits, donating and returning items, and liability for the museum was discussed. The policy and forms are available at the museum.

Growth Committee: Nancee gave an update on the Bunco Tournament fundraiser planned for June 25th. A \$10 entrance fee will be charged with \$5 going to the museum and \$5 used for prizes. The committee proposed designating the proceeds for a "Visitor's/Exhibit Center". A suggestion was made during discussion that the proceeds could be reserved for future museum growth. No decision was made.

Chat Fest: The 150th anniversary of the Presbyterian Church will be featured along with Laura Mc. PowerPoint presentation on Gardner area churches. The mayors will attend to welcome the group, and refreshments will be served.

EBay Account: Aaron C. researched the consequences and ethical policies of a non-profit museum selling artifacts on EBay. He reported that it can be done as long as the artifact is deaccessioned and the proceeds are designated for acquisition use. Items donated to the museum that have not become part of the collection would not fall under this rule, but good records would need to be kept.

New Business: Website Upgrade Fee: Discussed during the Treasurer's Report.

Proposal (BUNCO Fundraiser Proceeds): Discussed during the Growth Committee report.

Museum Plan: Aaron and Sue G. presented a flowchart as part of a Museum Growth plan. The plan and the need for networking with other area museums was discussed.

Archeologist Volunteer: Aaron presented a proposal on ways that he, as an archeologist, could help the museum through public outreach along with outreach to other museums, help with grants, identifying and preserving artifacts. He was asked to write up a plan for an "Identification Day" for the public to bring their items to the museum.

Discussion Items: Nancee read a letter from USD 231 saying that due to a policy change the insurance reimbursement for the doll exhibit would be made via an Access Card.

Standing Committees: (In the list below, the Committee Chair is listed first, with the Committee Members in parenthesis.)

Acquisitions/Archives – Sue/Nancee (Aaron, Laura, Claude, Shirley, Tressa, Sean)

Events Committee (Exhibits/Events/Fundraising) – Solene/Marcia (Connie E, Ruth B, John, Cheryl W.) **Meeting: Monday, May 16th, 10:00 am**

Maintenance /Housekeeping – Claude (Rob, Judy A., Mary C.)

Grounds keeping/Landscaping- Ruth B/Mary C (Cheryl W.)

Museum Growth (Membership/PR/Grants/Fundraising) – Nancee (Linda, Laura, Kathy M., Betty C., Claude, Sue G.) **Meeting: Saturday, May 14 at 12:30 pm**

Volunteers – Laura (Nancee)

For Your Information: In April, we had 90 visitors (including 60 3rd Graders) who signed the guest book at the MUSEUM.

Next General Meeting is scheduled for Thursday, June 2, 2016 6:00pm, at the Bray House.

Motion made by Nancee, seconded by Sue to adjourn the meeting at 7:30 pm. Motion carried.