

Museum Oversight Board Meeting
1-22-18

2018 FEB -8 PM 12: 27

CITY CLERK

Attendees: Chelsea Teater, Nelda Bryan, Nancy Miller, Scott Clark

Absentee(s): Paul Reilly

Guests: Sara Wilson, David Lewis

Meeting Began: 11:35a

Election of Officers for 2018:

President: Scott Clark

Vice-President: Paul Reilly

Secretary: Chelsea Teater

Minutes: Approved (from 12-12-17 meeting); no issues

Receipts: December receipts were approved and signed off on.

Scott Clark inquired if the museum has a sexual harassment clause in insurance cover. Sara Wilson stated that it is not currently covered under insurance, which would cost \$750 additionally, but that the museum has a universal harassment clause in their policies and procedures. David Lewis stated that he will work with Sara to create a specific sexual harassment policy for the museum.

New Business:

Sara Wilson's report:

- The museum had a fantastic annual meeting. The audit also went really well.
- The museum received pretty significant gifts: Vektek sponsored the moon rock and purchased a new large-format printer which allows museum staff to print in house. 2017 attendance for SJM is up 10% from 2016 and WTM is up 26%. Clark and Nancy Hampton donated climate control system for collection and storage areas. Questers group donated a Hannibal/St. Joseph Railroad Map. Museum also received 260 Native American items donated from Gettys.
- On Thursday, Jan 25th at 3:30pm, the St. Joseph Museum will be presenting at CIP.
- The 175th Anniversary of the founding of St. Joseph is this year
- Museum will be working on improving membership benefits and is now a part of NARM (North American Reciprocal Membership) which is good at 900 museums nationwide.
- Sara is meeting with developers on Wednesday to discuss plans for the Colgan building. There will be a new entrance, a restaurant, a quick serve restaurant, retail space, and storage units (going into that space).

David Lewis' report:

- David provided the board with copies of a 10 year financial snapshot for the museum. In 2017, the St Joseph Museums Inc brought in \$646,827 in cash, \$370,000 of which is city tax funds.

-Presently we have a million+ endowment and to continue to be able to pull from reserves at the \$45-\$50,000 range annual that endowment needs to be around 2 million (because we cannot predict stock market fluctuation).

-Sara reported that our income is higher and expenses were lower in 2017 and that the high deficit amount may be due to accounting for the maintenance repairs due to the water pipe burst in 2016 and how the insurance reimbursement came in.

Old Business:

-There are 2 condensate pumps that are a looming issue and will need to be fixed.

Events:

Super Science Saturday is January 27th from 10am-3pm at MWSU

90th Anniversary Celebration is Thursday February 1st from 5-7pm (invitation only)

Black Archives Hall of Fame Induction is Thursday February 22nd 5-7pm; induction is at 5:30pm

The Stunning Southwest Program is Tuesday February 27th at 6pm and again on March 2 at 10am

Arts in the Ozark Trip- Thursday March 15th - Friday March 16th

St. Joseph Women Program is Thursday March 22nd at 6pm

New Meeting Time: The Museum Oversight Board has voted to change the monthly meeting time to the 3rd Monday of the Month at 11:30am. We will still meet at the St. Joseph Museum Fredrick location.

Meeting Adjourned: 12:29pm

Next Meeting: February 19th at 11:30am

Minutes Submitted By:

Chelsea Teater on 1/23/18