

**Besser Museum for Northeast Michigan
Board of Trustees Meeting Minutes
Tuesday, December 19, 2017 @ 4:30 p.m.**

Present: Mike Ableidinger, Anne Belanger, John Caplis, Claudia Chapman, Jim Conboy, Tuffy Cross, Ann Diamond, Jim Johnson, Steve Lappan, Michelle Miller, Gregg Resnick, Kristen Sharpe, Judy Suszek, Carol Witherbee and Janet Young, also Executive Director Christine Witulski

Absent: Don MacMaster

Meeting Called to Order at 4:30 p.m.

Minutes: Gregg Resnick moved to accept the October Minutes (no November meeting), supported by Jim Johnson. All Ayes. Motion carried.

Treasurer's Report:

Judy Suszek gave an overview of the Museum's financial statements. Steve Lappan made a motion to accept the Treasurer's Report, supported by Carol Witherbee. All Ayes. Motion carried.

Director's Report:

- Executive Director Christine Witulski submitted her report in writing, which is filed with the Minutes. ED Witulski highlighted the following from the report:
 - a. Dork Brothers will organize a run to benefit the Museum in conjunction with the "Season of Light".
 - b. The Annual Appeal is going well.

Standing Committee Reports:

Governance: nothing to report

Collections: Claudia Chapman reported that the Committee did not meet.

Ad Hoc Committee Reports:

Katherine V: Tuffy Cross reported that he is looking for someone to move the diesel engine that will be part of the exhibit. Mike Ableidinger will look into it. Tuffy reported that for the 2017 season over 300 went through the exhibit and 615 hours of time were donated toward the completion of it.

Chinook: Jim Johnson reported the conceptual plan is moving along.

Planetarium: ED Witulski reported that the holiday show purchased was a disappointment and it was exchanged for Habitat Earth: Living in a Connected World, which is wonderful.

Fine Art: ED Witulski reported that the Best Foot Non-Juried Exhibit raised around \$1,600, which will be used to frame the next art collection. The next art collection is currently being framed and will be ready to hang the end of January. The next fund-raising exhibit will be "Winter Blues".

Native American Exhibit: Anne Belanger and ED Witulski reported that Cook Family gifted an additional \$15,000 to match the Besser Foundation's \$30,000 gift.

Old Business:

- **Employee Handbook:** ED Witulski reported she is finished with the handbook and Jim Conboy has reviewed it. It is currently with the insurance company for approval.

New Business:

- **Proposal to hire Museum Consultant, Phil Deloria**
- **Proposal to purchase Past Perfect Version 5 collection software program**
- **Proposal to purchase HOBOT data loggers for temperature and humidity**
- **Changing of the Guard: New President, V.P. and 2nd V.P.**

The first three were tabled until ED Witulski can ask for an extension from the AAM to meet the reaccreditation requirements.

The fourth was adjourned until the January meeting.

Adjourn: The meeting was adjourned at 6:05 p.m.

Next Board Meeting will be Tuesday, January 16, 2018, at 4:30 p.m.

Submitted by Michelle Miller, Secretary