

**Besser Museum for Northeast Michigan
Board of Trustees Meeting Minutes
Tuesday, May 16, 2017 @ 4:30 p.m.**

Present: Ann Diamond, Tuffy Cross, Jim Johnson, Steve Lappan, Gregg Resnick, Don MacMaster, Judy Suszek, Carol Witherbee, Claudia Chapman, and Janet Young also Christine Witulski, Executive Director (Anne Belanger, via telephone)

Absent—Excused: Michelle Miller (E), Dan Stevens (E), and Kristin Sharpe

Called to Order: President Ann Diamond called the meeting to order at 4:35 p.m.

Minutes: Steve Lappan moved to accept the April Minutes, Greg Resnick supported. All Ayes. Motion carried.

Treasurer's Report:

Judy Suszek gave an overview of budget to date and answered the few questions posed. Greg Resnick moved to accept the Treasurer's Report, Don MacMaster supported. All Ayes. Motion carried.

Director's Report:

- Executive Director Christine Witulski submitted her report in writing, which is filed with the Minutes.

Standing Committee Reports

Governance: nothing to report

Ad Hoc Committee Reports:

Katherine V: Tuffy Cross reported the Committee is planning the next Fisheries Heritage Fundraiser for Friday, August 18th, which will be at the Museum--a fish dinner at \$50 per person. Tuffy also stated he is seeking more volunteers to help with the work on the Katherine V exhibit.

Chinook: Jim Johnson reported that the Great Lakes Fishery Trust has awarded the Museum \$10,000 program planning grant. will be sent when the final grant report is submitted. The Chinook committee will follow the strategic plan presented in the GLFT grant proposal to develop the conceptual – themed exhibit - plan for the Chinook exhibit. The conceptual plan must be complete and submitted to GLFT by June 15, 2018.

Planetarium: Steve Lappan reported that the interview committee has conducted several interviews and reference checks and has identified a candidate from New Mexico University. The search will not be official closed until the museum hires someone for the position. E.D. Witulski will make an offer for employment as the Digital Dome Program Coordinator to this candidate.

Fine Art: Nothing new to report.

Old Business:

- **"Water/Ways":** Anne Belanger reported that work is continuing this endeavor. The narrative is almost ready. The goal is to have the exhibit during the Lake Huron Discovery Tour 2017. The deadline is July 1, 2017.
 - Ann is setting up a lecture series for this traveling exhibit and asked Jim Johnson to participate as a speaker Saturday, October 13, 2018.
 - The tentative schedule for the traveling exhibit is September 29, 2018 through November 11, 2018.
- **Energy Efficient Rebate:** E.D. Witulski followed up on the Board's request to seek more information about the energy rebate from Efficiency United Program for the LED parking lot lights. John Payne's reply and recommendation was provided in the Board packet. .
- **Donor Wall:** ED Witulski is still working with Omega to complete.
- **Bank Restoration:** Bliss will return to work as soon as weather permits.

New Business:

- **Native American Research and Development Project:** Anne Belanger presented to the Board the proposed budget for the Cook Family Fund gift. Belanger explained how the proposed procedure for research and concept design aligns with the donors wishes.
 - **Anne Belanger moved** the \$25,000 gift from the Cook Family Fund be spent as proposed in the described budget outline in the agenda:
 - \$6,000 for Subject Matters Expert: Matt McCormack, New Line Genealogy, L.L.C. for research
 - \$8,000 for Subject Matters Expert: Mary Ellen Jones, Mitten Women Productions for capturing preliminary audio/video
 - \$11,000 to contract professional exhibit firm to develop conceptual design of new Native American gallery space.Judy Suszek seconded the motion; All Ayes. Motion carried.
- **Capital Projects:** Jim Johnson moved to approve the \$34,168.22 expenditures for the four capital projects listed on the agenda which includes
 1. Meridian: Back Patio \$20,000.00
 2. Zann Construction: Loading Dock \$8,728.75
 3. Omega Electric: Parking Lot Lights \$3,539.47
 4. Alpena Supply Co.: HVAC Filters \$1,900.00

Judy Suszek supported. All Ayes. Motion carried.

- The Handicap Ramp and the front Concrete Approach projects will be revisited at the July 2017 meeting.
- June Annual Membership Meeting will be held on June 20th at 4:30 p.m.
 - Names for potential Board Members should be given to Ann Diamond, Steve Lappan, or E.D. Christine Witulski.

Adjourn: The meeting was adjourned at 5:40 p.m.

Next Board Meeting will be Tuesday, May 16, 2017, at 4:30 p.m.

Submitted by Michelle Miller, Secretary

