

**Besser Museum for Northeast Michigan
Board of Trustees Meeting Minutes
Tuesday, January 17, 2017 @ 4:30 p.m.**

Present: Mike Ableidinger, Claudia Chapman, Tuffy Cross, Ann Diamond, Jim Johnson, Steve Lappan, Chris Lombardo, Don MacMaster, Michelle Miller, Gregg Resnick, Judy Suszek, Carol Witherbee and (Kristin Sharpe, via phone)--also Christine Witulski, Executive Director

Absent--Excused: Anne Belanger, Dan Stevens and Janet Young

Guest: James Kraenzlein of Straley, Lamp & Kraenzlein P.C.--reviewed Financial Statements for The Years Ended June 30, 2016 and 2015 and distributed a paper copy of the Auditor's Report and Financial Statements.

Called to Order: President Ann Diamond called the meeting to order at 4:43 p.m.

Guest Speaker: James Kraenzlein reviewed the Auditor's Report and Financial Statements for year ended June 30, 2016. He answered the few questions posed and ended by saying the Museum is making progress in the area of reporting. Steve Lappan made a motion to accept the Auditor's Report, supported by Judy Suszek. All Ayes. Motion carried.

Minutes: Tuffy Cross moved to accept the November Minutes with one correction under Katherine V, Carol Witherbee supported. All Ayes. Motion carried.

Treasurer's Report:

There wasn't a Treasurer's Report because of the Auditor Report.

Director's Report:

- Executive Director Christine Witulski submitted her report in writing, which is filed with the Minutes.
- ED Witulski reported that the Capital Campaign 50th Anniversary Donor Recognition Reception is all set the Saturday, January 21. Jon Benson, who is donating the food and bar, has been a huge help.

Standing Committee Reports

Governance: nothing to report

Ad Hoc Committee Reports:

Katherine V: Tuffy Cross reported a combination lock has been placed on the vessel and the project is closed for the winter.

Chinook: Jim Johnson reported that the Fishery Trust Grant was submitted by the deadline with a focus on the educational value to the community. He is waiting to receive feedback from the Great Lakes Fisheries Staff on the grant in January 2017--the Grant will be awarded in April 2017. If the grant is awarded, the Museum will need a program coordinator to oversee the two-year project. \$178,487 was requested.

Planetarium: Steve Lappan reported that a couple cameras needed to be added to make the Planetarium more functional.

Fine Art: The American Print Makers collection will be up by the end of January and exhibited through September 2017. Danyeal and Kat are working on educational programs to accentuate the display

Old Business:

- **Unknown Soldier Sculpture:** This has been moved to the Awaken Park in Onaway, Michigan, where it will be restored and displayed.
- **Margaret Henschel retired from the Board effective November 2016.**

New Business:

- **Digital Dome Program Director Position:** ED Witulski distributed a "confidential" job description and rationale for this position. After discussion, Steve Lappan made a motion to move forward with the hiring process based on the information, job description and budget that was distributed, supported by Don MacMaster. All Ayes. Motion carried.
- **Monies to complete Native American video project.** ED Witulski asked for \$2,000 to complete a Native American video project that Mary Ellen Jones is producing that will be utilized in the Museum exhibit. After discussion it was decided that ED Witulski will ask the tribes for financial support for the completion of the project. The funds are needed to pay for accompanying music, Native American voice over's and participation in the film festival circuit.
- **Financial Reporting:** It was reported that currently the Museum is paying \$600 per month for accounting services. ED Witulski and President Diamond will look into a month-by-month contract beginning January 2017 with the goal of bringing some of the receivable and payable work back in house at the Museum (Payroll will remain outsourced).

Adjourn: President Diamond adjourned the meeting at 6:05 p.m.

Next Board Meeting will be Tuesday, February 21, 2017, at 4:30 p.m.

Submitted by Michelle Miller, Secretary