

**Besser Museum for Northeast Michigan  
Board of Trustees Meeting Minutes  
Tuesday, August 21, 2018 @ 4:30 p.m.**

**Present:** Mike Ableidinger, John Caplis, Anne Belanger, Claudia Chapman, Jim Conboy, Clarence Cross, Jim Johnson, Michelle Miller, Gregg Resnick, Judy Suszek and Janet Young also Executive Director Christine Witulski

**Absent:** Ann Diamond, Don MacMaster, Kristen Sharpe and Diane Speer

**Meeting Called to Order at 4:30 p.m. and quorum noted**

**Minutes:** Greg Resnick moved to accept the July Minutes, supported by Janet Young. All Ayes. Motion carried.

**Treasurer's Report:**

Treasurer Suszek informed the Board that we have completed the first month of the new fiscal year. She and ED Witulski, along with Marie Williams, P.C., are working on aligning the budget/chart of accounts/monthly report/audit to make for easier reporting and preparation of the annual 990 report. A proposed budget for 2018-2019 should be ready for Board review at the September meeting.

**New Business:**

- **Collections Department Proposals for Dehumidifiers:** Jim Conboy made a motion to purchase nine dehumidifiers for a cost not to exceed \$2,500, preferably using a local vendor, supported by Gregg Resnick. All Ayes. Motion carried.
- **Proposal to purchase five four-drawer Fire King Filing Cabinets at \$800 each for a total of \$4,000:** Jim Conboy made a motion to purchase five four-drawer Fire King Filing Cabinets from Garant's Office Supply for a total price of \$4,000, supported by Jim Johnson. All Ayes. Motion carried. ED Witulski will look into the cost for a flat fireproof filing cabinet to house art work/prints.
- **Proposal to purchase a planetarium presentation, DARKD for \$1,000 for a 50-year license (30-minute show of asteroids hitting the planet killing dinosaurs). Proposal to purchase Ares Express for \$3,200 for a 50-year license (4-minute show of a rollercoaster ride on the surface of the planet Mars--a great ending to planetarium presentations).** Gregg Resnick made a motion to purchase these two 50-year licenses, supported by Clarence Cross. All Ayes. Motion carried.

**The funds for all three purchases will come from the 50th Anniversary Capital Campaign fund, which has a remaining balance of \$217,000.**

- **Spratt Church: Bids to Paint the front of the Church:** After some discussion it was decided to table this item until ED Witulski can approach the congregation of Spratt Church to determine if they will fund or help fund the complete building painting, which has an approximate cost of \$28,000. ED Witulski will also prepare a County Youth and Recreation grant asking for assistance to maintain the five original buildings housed at the Museum representing Alpena County's history. She will also include a fund request for education purposes; i.e., interpretive signage, etc. for the exhibits.

## **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. **AASLH /StEPS program:** This is a self -assessment program that ED Witulski is undertaking to help determine the Museum's current situation and help with the Museum's future direction.
  - b. **Upcoming Events:**
    - Fall Harvest Fossil Fest, October 6--**Specification Stone has pledged \$1,500 and LaFarge has pledged \$500 for this event and both have given permission for the use of their quarries
    - Season of Light, November 17--**ED Witulski will approach Alpena Power for a \$2,500 sponsorship: \$1,000 for exhibit and \$1,500 for Planetarium show.
    - AAM Progress Report due December 14**

## **Standing Committee Reports:**

**Governance:** Gregg Resnick shared a "Welcome" notebook prepared by a committee of himself, Claudia Chapman, Janet Young and Michelle Miller that will hopefully be helpful to new and potential board members. A suggestion was also presented to have a mentor for each new board member for their first six months. The committee members have volunteered to mentor for the 2018-2019 year. The Welcome Letter and Responsibilities page were distributed to board members and the other documents (Bylaws, Strategic Plan and Code of Ethics) will be online for Board Members to peruse. A vote to accept the "Welcome" package will be on the September agenda.

## **Ad Hoc Committee Reports:**

**Katherine V:** Tuffy Cross reported that the Kahlenberg Engine will be brought to the Museum on August 23. He made a trip to Menomonee to record the sounds of the running engine in case our engine does not run--the audio he took will be played at the exhibit. Some necessary landscaping has been done.

**Chinook:** Jim Johnson reported that the final \$1,000 has been received. He is looking to work on interpreting data as a winter project. The engineering team from R.S. Scott Associates recommended not doing too much with the exhibit until an exhibit plan is finalized. They cautioned against doing things that may need to be undone in the future. They will also include a cost to move the water lines that run through the display property in their final site plan/proposal.

**Planetarium:** nothing to report

**Fine Art:** nothing to report

**Native American Exhibit:** ED Witulski reported that the committee is still working with Good Design to develop a concept. Without an expert on staff or on retainer to help with the project, it is a challenge--but is moving forward in a positive fashion. Frank Ettawageshik, Executive Director of the United Tribes of Michigan and Chairman of the United League of Indigenous Nations Governing Board and Co-chair of the National

Congress of American Indians Federal Recognition Task Force, is assisting with the direction of the project and authenticity of individuals and stories. ED Witulski is continuing to work on building relationships. The interviews that were scheduled for September for videotaping may be postponed if the committee doesn't feel they are ready to proceed. All things considered, the project is moving in the right direction at a cautious but positive pace.

**Old Business: None**

**Adjourn:** Janet Young made a motion to adjourn, Jim Johnson supported. All Ayes.  
Adjourned at 5:58 p.m.

**Next Board Meeting will be Tuesday, September 18, 2018, at 4:30 p.m.**

**Submitted by Michelle Miller, Secretary**