

**Besser Museum for Northeast Michigan
Board of Trustees Meeting Minutes
Tuesday, October 20, 2020 via Skype**

Board Members Present: Claudia Chapman, Jim Conboy, Clarence Cross, Michelle Miller, Janet Young, Sue Stender, Marie Fielder, Mike Beaulac, Judy Suszek and Gary Goren

Others Present: Executive Director Chris Witulski and accountant, Marie Williams

Absent: Mike Ableidinger (unexcused), Kristen Sharpe (unexcused), Jim Johnson (excused), Jean Thomas (excused), and Diane Speer (excused)

Call to Order: President Jim Conboy called the meeting to order at 4:30 p.m. via Skype

Minutes: Janet Young moved to accept the September 2020 meeting minutes with the noted correction. Clarence Cross supported. All ayes. Motion carried.

Treasurer's Report: Marie Williams presented the 1st Quarterly report. The Besser Museum, at the first quarter is at a breakeven position. Marie is working with the Director to prepare for the audit schedule to start the first week of November. Gary Goren moved to accept the Treasurer's Report and Financials. Sue Stender supported. All ayes. Motion carried.

Reports to the Board:

1. **Director's Report:** ED Chris Witulski submitted a written Director's Report to the board accessible online at the museum's website. Museum Newsletter went out to members with information about Season of Light, Juried Art, and Dec 1st Giving Tuesday. Besser Museum received \$25,000 from Youth & Rec Grant for Log Cabin. A second bid for the log cabin is being supplied by John Cook.

Ad Hoc Committees:

1. **Governance Report:** Nothing to report
2. **Great Lakes Fisheries Heritage Exhibit:**
 - a. **Katherine V Project:** Volunteers helped Tuffy close the Katherine V for the winter. They had 23 people tour the Kat V since reopening.
 - b. **Chinook Project:** was moved into position September 23rd. A wooden frame to attach a protective covering is being built for the Chinook to protect the deck through the winter.
3. **Native American Exhibit:** ED Chris Witulski shared consultant, Charlee Brissett will submit her next report on October 31st. Charlee will be invited to give a presentation on her progress to the full Board in November.

4. **Fine Art Committee:** ED Chris Witulski shared that Panel Processing will help install the modular walls in January. A Fine Art Committee needs to be established. The committee will assist with making exhibit decisions in the new Fine Art Gallery. Currently, Vicki Wright is the only volunteer helping with that project.
5. **Collections Committee:** Details on the ongoing progress were shared in the Director's Report. ED Chris Witulski shared volunteers are still making tremendous project in that area.

Old Business:

HVAC System: ED Chris Witulski reported that R.S. Scott and Apollo Engineer is close to having something to present to them museum for the HVAC project. They would like to meet with representative of the museum before putting the project out for bid to contractors.

Log Cabin Renovation Project: ED Chris Witulski shared with the board that the museum received \$25,000 from Youth & Rec grant. She is still waiting to hear from the Older Persons Grant, CFNEM, and YAC. A second bid will be coming in from John Cook.

Closed Session: Jim Conboy called a closed session at 5:00 p.m. to discuss the E.D. performance review. Open meeting resumed at 5:17 p.m.

Adjourn: Gary Goren made a motion to adjourn, seconded by Tuffy Cross. All ayes. The meeting adjourned at 5:30 p.m.

Respectfully submitted,

Christine Witulski
Executive Director