

**Besser Museum for Northeast Michigan  
Board of Trustees Meeting Minutes  
Tuesday, September 22, 2020 via Skype**

**Board Members Present:** Claudia Chapman, Jim Conboy, Clarence Cross, Jim Johnson, Michelle Miller, Diane Speer, Janet Young, Sue Stender, Marie Fielder, Jean Thomas and Gary Goren

**Others Present:** Executive Director Chris Witulski

**Absent:** Judy Suszek (excused) Mike Ableidinger, Kristen Sharpe and Mike Beaulac

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

**Minutes:** A correction to the August 2020 minutes was made regarding cancellation of a contract with the two consultants on the Native American project. A new contract was then entered into with one of the two original consultants. Janet Young moved to accept the August 2020 meeting minutes with the noted correction. Gary Goren supported. All ayes. Motion carried.

**Treasurer's Report:** Treasurer Michelle Miller shared with the board her report, which is available at the museum's website. Sue Stender moved to accept the Treasurer's Report and Financials. Claudia Chapman supported. All ayes. Motion carried.

**Employee Handbook Revisions:** After a discussion on the Employee Handbook, including the verbiage for dismissal of employment guidelines, the board voted to approve the newly revised document. Gary Goren presented the motion, with support from Marie Fielder. A roll call vote was taken with 10 ayes and 1 abstention. Motion carried.

**New Business:** Nothing to report

**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. She also shared that she had received a bid of \$80,000 for shelving for one large Collections storage room, but that she was able instead to secure the metal shelving for \$1,000 from Neiman's Family Market upon that store's closure, thus saving the museum \$79,000.

**Ad Hoc Committees:**

- 1. Governance Report:** Nothing to report
- 2. Great Lakes Fisheries Heritage Exhibit:**

- a. **Katherine V Project:** Tuffy Cross shared that his volunteers have been working on the Chinook with helping to chip off old paint and apply new paint.
- b. **Chinook Project:** Jim Johnson shared that he was able to acquire the necessary paint for the vessel at no cost to the museum. The Chinook is expected to be moved to its permanent site on Sept. 23.
3. **Native American Exhibit:** ED Chris Witulski shared that work continues on this exhibit with one of the two original consultants.
4. **Fine Art Committee:** ED Chris Witulski shared that the museum still is awaiting delivery of the new modular walls for displaying fine art. That delivery is expected in October, with this year's Northeast Michigan Juried Art Exhibit as the first exhibit on the new walls
5. **Collections Committee:** Details on the ongoing progress were shared in the Director's Report, but ED Chris Witulski expressed her excitement over much recent progress.

**Old Business:**

**HVAC System:** ED Chris Witulski reported that R.S. Scott gave a proposal for the new chiller unit and HVAC upgrades. Susan Edwards from R.S. Scott is working with John Richards of Apollo Engineering on this project. They will create the work order and send it to local contractors for bids.

**Log Cabin Renovation Project:** ED Chris Witulski shared with the board that she still is awaiting word on grant requests before the museum can move forward with this project. She expects to hear soon on the various requests.

**Adjourn:** Jim Johnson made a motion to adjourn, seconded by Tuffy Cross. All ayes. The meeting adjourned at 5 p.m.

Respectfully submitted,

Diane Speer  
Board Secretary