

**Besser Museum for Northeast Michigan  
Board of Trustees Meeting Minutes  
Tuesday, September 20, 2016 @ 4:30 p.m.**

**Present:** Mike Ableidinger, Claudia Chapman, Tuffy Cross, Margaret Henschel, Jim Johnson, Steve Lappan, Chris Lombardo, Don MacMaster, Michelle Miller, Gregg Resnick, Dan Stevens, Kristin Werth, Carol Witherbee and Janet Young--also Christine Witulski, Executive Director

**Absent:** Anne Belanger, Ann Diamond and Judy Suszek (excused)

**Guest:** Doug Bliss of Bliss Painting

**Called to Order:** President Steve Lappan called the meeting to order at 4:30 p.m.

**Guest Speaker: Doug Bliss of Bliss Painting**

Mr. Bliss discussed the need for the Museum to have a "Maintenance Program" for upkeep of the historical buildings. It is of utmost importance to maintain the buildings versus refurbishing them when they are in disrepair. He is currently working on the bank, the entire front of the building has been dismantled and is currently in his shop being replaned and retooled. Some lumber wasn't salvageable therefore new has been special ordered and will arrive tomorrow. Wood that has been compromised will have a wood stabilizer applied before being repainted. The "Maintenance Program" has a price tag of \$1,200 for 32 hours of labor, materials are in addition bringing the price tag to approximately \$2,000 annually. (Bliss Painting will donate an additional 32 hours of labor). He has inspected each of the historical buildings and the church front needs attention at this point--it has been five years since it was refurbished and typically buildings this age need attention after about six years. He feels that once the buildings are brought up to speed, the 32-hour plan would be sufficient to keep them in good condition. Since this expenditure wasn't in the budget, the item was tabled until a recommendation is brought forth from the Facilities Committee.

**Minutes:** Janet Young moved to accept the August Minutes, Carol Witherbee supported. All Ayes. Motion carried.

**Treasurer's Report:**

In Judy Suszek's absence, Steve Lappan reviewed the financial information and no questions were posed.

**Director's Report:**

- Executive Director Christine Witulski submitted her report in writing, which is filed with the Minutes.
- ED Witulski updated on the Capital Campaign--once the \$50,000 match is reached, the Museum will be within \$3,000 of the \$500,000 goal.

**Standing Committee Reports**

**Governance:** Nothing to report

## **Ad Hoc Committee Reports--Part of Walking Tour**

**Katherine V:**

**Chinook:**

**Planetarium:**

**Fine Art:** Nothing to report

### **Old Business:**

- ED Witulski gave a power point presentation of the many areas of the facility that are in dire need of repair. Mike Ableidinger, Facilities Committee Chair, answered questions and bids from Meridian Construction for the repair of the back deck and Zann Construction for repair of the loading dock, front walk and handicap ramp were discussed. After a lengthy discussion, Dan Stevens made a motion to approve the back deck repair by Meridian Construction in the amount of \$20,000 and to approve the repair of the loading dock subject to acquiring additional quotes but not to exceed \$8,728.75 quoted by Zann Construction. Margaret Henschel supported. All Ayes. Motion carried. The additional repairs quoted: front walk and handicap ramp will be addressed once the Facilities Committee has a recommendation and a prioritized listing of areas to be addressed. (neither concern is a safety issue) Both areas being addressed prior to the onset of winter weather are of an urgent nature to avoid additional damage not only to the area being repaired but the areas surrounding.

### **New Business:**

- Dan Stevens made a motion to appoint Janet Young to chair to Education Committee, Janet Young supported. All Ayes. Motion Carried. The committee will work on (1) enhancing the curriculum to align with core curriculum in the schools and (2) signage throughout the Museum to entice the public to return and do further research outside the Museum.
- ED Witulski gave a quick lesson on how Board Members can now locate documents on the website; i.e., Bylaws, Mission Statement, monthly agenda and supporting documents, etc.

**Adjourn:** President Lappan adjourned the meeting at 5:37 p.m. and the Board was invited to take a walking tour of the facility to see the areas that are in dire need of repair. On the brighter side, the tour also included a visual update of the Kat V, which is an amazing display; a look at the planned site for the Chinook, and a preview of the traveling Native American display--also amazing. Another highlight of the tour was a quick look at the progress of the Planetarium!

**Next Board Meeting will be Tuesday, September 20, 2016, at 4:30 p.m.**

**Submitted by Michelle Miller, Acting Secretary**