

**Besser Museum for Northeast Michigan
Board of Trustees Meeting Minutes
Tuesday, April 24, 2018 @ 4:30 p.m.**

Present: Anne Belanger, John Caplis, Claudia Chapman, Jim Conboy, Ann Diamond, Jim Johnson, Don MacMaster, Judy Suszek, Clarence Cross, Gregg Resnick, Kristen Sharpe, and Janet Young, also Executive Director Christine Witulski

Absent: Steve Lappan, Michelle Miller, Michael Ableidinger

Meeting Called to Order at 4:30 p.m.

Minutes: Jim Conboy moved to accept the March Minutes, supported by Don MacMaster All Ayes. Motion carried.

Treasurer's Report:

Judy gave an overview of the Treasurer's Report and answered the few questions posed. The Museum is in good financial shape. Jim Johnson moved to accept the Treasurer's Report, supported by Clarence Cross. All Ayes. Motion carried.

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. Reaccreditation process going well. She is working with Phil Deloria to meet to deadline of May 25, 2018 to submit required documentation to continue the process.
 - b. The Hanover insurance company is covering the damage to the elevator. Schindler has been notified and the elevator repairs will take about six weeks.
 - c. Interviews for the Education Outreach Coordinator and the Collections Manager position have been ongoing. Reference checks will be taking place next.
 - d. R.S. Scott Associates have been contacted and will be providing an estimate for architectural drawings for the reallocation of collection storage spaces.

Standing Committee Reports:

Governance: nothing to report

Collections: nothing to report

Ad Hoc Committee Reports:

Great Lakes Fisheries Exhibit: Jim Johnson reported the conceptual plan is moving along. Good Design is working with the committee on the narrative which will accompany the exhibit designs. These documents will be submitted with the final grant report for the \$10,000 planning grant to the Great Lakes Fishery Trust in June 2018.

Planetarium: The Sky Skan Dark Matter proposal was discussed and the Board presented the following questions:

- Can we arrange a demonstration of the Sky Skan equipment in our dome?
- Is this the best price available?
- Did Spitz misrepresent undeliverable features in their equipment? Is there any recourse for the museum?
- What are the ongoing costs or annual maintenance fees for Dark Matter?
- Tad will be present at the May Board meeting to provide more details

Fine Art: nothing to report

Native American Exhibit: Anne Belanger reported the subcommittees are working on research and development for the exhibit. Interviews and camera work to capture oral histories are being scheduled for this summer around the Hubbard Lake area. The next committee meeting is being scheduled for some time in May.

Old Business:

- **Employee Handbook:** Gregg Resnick moved to adopt the revised Employee Handbook, supported by Jim Johnson. All Ayes. Motion carried.
- **Elevator Repairs:** Schindler will be repairing the elevator in the next six weeks. Hanover Insurance company has covered the damage to the elevator.
- **Reprinting the "Town That Wouldn't Die":** It was decided to not reprint The Town That Wouldn't Die at this time and possibly look into updating the book for future publication.
- **STATE Theater letter donation:** AMC decided to keep the letters intact on marque.

Adjourn: The meeting was adjourned at 5:35 p.m.

Next Board Meeting will be Tuesday, May 15, 2018, at 4:30 p.m.

Submitted by Christine Witulski, Executive Director