

Besser Museum for Northeast Michigan Board of Trustees Meeting Minutes

Tuesday, November 29th, 2022
4:30 p.m.

Our mission is to collect, preserve, interpret, and exhibit authentic articles and artifacts of art, history, and science to inspire curiosity for all ages, foster community pride, and cultivate personal legacy.

Board Members:

President Michelle Miller, **Vice President** Gary Goren, **Secretary** Ashley Peterson, Mike Beaulac, Claudia Chapman (virtual), Tuffy Cross, Jim Johnson, Judy Suszek, Janet Young, Jim Conboy, Dan Florip

Absent: **Treasurer** Sue Stender (excused), Judy Suszek, Janet Young

1. Call To Order

The meeting was called to order at 4:33 pm by President Michelle Miller.

2. Review October 18th, 2022, Board Meeting Minutes for approval (*action item*)

Board minutes from October 2022 were reviewed. Motion to approve minutes by Jim Johnson with support from Mike Beaulac. All in favor. Motion carried.

3. Treasurer's Report:

- a. Treasurer's report on October 2022 financials was presented by Chris Witulski and filed as presented.

4. Reports to the Board

- a. **Director's Report:** A full report was submitted and is accessible online at the museum website.
 - i. Capital Project updates:
 1. Meridian: Exterior Project - Nearly completed. Waiting for the lights to be placed and the sills for the window boxes. The remaining work will be completed in Spring 2023 and the invoice will be submitted to the museum at that time.
 2. HVAC: New chiller installation - There are a few small issues that are arising due to the variation in weather and need for heat or AC in the museum. As Besser Museum experiences the seasons, we will monitor and make adjustments to settings.
 - ii. Planetarium Projector: Potential for creation of endowment to support the sustainability of the technology within the planetarium.
 - iii. Season of Light - Members Only Reception Report - Feedback from the community was positive, with members highlighting the dedication, class, and overall experience of the event.
- b. **Ad Hoc Committees:**
 - i. **Governance Report:**
 1. Voting for the new Executive Board Members:
 - a. President: Gary Goren
 - b. Vice President: Mike Beaulac
 - c. Secretary: Ashley Peterson

- d. Treasurer: Sue Stender
 - e. Claudia Chapman moved to accept the proposed slate of Executive Board Members starting January 2023; supported by Jim Conboy. All in favor. Motion carried.
 - 2. Vote for new members: Julie Austin, Sara Winter
 - a. Claudia Chapman moved to appoint Julie Austin and Sara Winter to the board starting January 2023; supported by Gary Goren. All in favor. Motion carried.
- ii. **Great Lakes Fisheries Heritage Exhibit:**
 - 1. **Chinook Project:** Jim Johnson report - The annual report was submitted in October 2022 and received with positive feedback.
 - a. Huron Engineering - Tuffy, Matt, and Jim met with Huron Engineer to discuss the site plan. Though minor corrections and updates were addressed, the otherwise the site plan looked good. Due to Huron Engineering's timeline, the bid may be ready by January 2023.
 - b. AmeriCorp worker in 2023 - Another candidate was interviewed, however that individual took a position elsewhere. Discussion has occurred to hold the AmeriCorp funds to determine use at a later date.
 - c. Maintenance - Some holes were repaired and epoxied to ensure water does not settle. Additional weather-proofing/winterization occurred to protect the Chinook and deck.
 - 2. **Katherine V:** Tuffy Cross report; The hip roof on the Kat V shelter is completed and has provided shelter to the Katherine V during our first snowfall of the season.
- iii. **Discover Northeast Michigan History:**
 - 1. Funding Report: Project timeline
 - a. Total - \$1,509,565 is the current financial support anticipated across donors, grants, and known funding streams. In addition, the board will consider which exhibit design firm to work with to ensure a bid is secured to move the project forward.
- iv. **Fine Art Committee:** Brian Schorn set the next exhibit and is open through August 2023.
- v. **Collections Committee:**
 - 1. Claudia Chapman - Artifact accession proposal
 - a. Claudia Chapman moved to accept the items presented by with support from Jim Conboy . All in favor. Motion carried.
 - 2. Claudia Chapman - Artifact deaccession proposal
 - a. Claudia Chapman moved to deaccess the items presented by with support from Mike Beulac . All in favor. Motion carried.

5. Old Business

None

6. New Business

a. Old Mission Investment Company (Chris Lamb) Investment Management Proposal

- i. After local banks experienced mergers and acquisition, the board considered a local financial advisor. A recommendation was made to Jim Conboy to connect

with Chris Lamb regarding a proposal, which can be reviewed on the museum website.

- ii. Currently we have an investment policy that is complex and beyond the scope of our historical and current practices. Any updates to this investment policy would not inhibit the museum's work with a financial advisor.
 1. Mike Beaulac moved to shift the funds to Old Mission Investment Company; support by Jim Conboy. All in favor. Motion carried.
- b. ADA compliant automatic door opener for front door - \$4,809
 - i. To ensure ADA compliance, the museum wrote a grant to address the hardware and door switches. The FCUC Grant awarded \$2,000. Currently there are funds in the Besser Museum Endowment to cover the difference.
 1. Jim Conboy moved to accept the FCUC grant and moving funds from the Besser Museum Endowment to cover the remaining costs for ADA compliant door openers for front doors; support by Mike Beaulac. All in favor. Motion carried.
- c. CFNEM Resolution for Requesting Endowment Funds
 - i. Currently when Chris Witulski requests approval from board to transfer funds, the museum is responsible for sharing board minutes to showcase the approval. A proposed resolution was shared to allow the museum executive director, Chris Witulski, to have authority to request funds held at the CFNEM. Jim Conboy moved that the resolution presented is adopted as outlined, support by Tuffy Cross. All in favor. Motion carried.
- d. Spark Grant - The City of Alpena is applying for three SPARK grants, which includes the potential to proceed with the the planet walk.

7. Adjourn

The meeting was adjourned at 5:44 pm. The next meeting is January 17th, 2023.

Respectfully Submitted,
Ashley Peterson
Board Secretary