

**Besser Museum for Northeast Michigan
Board of Trustees Meeting Minutes
Tuesday, July 17, 2018 @ 4:30 p.m.**

Present: Anne Belanger, Claudia Chapman, Jim Conboy, Clarence Cross, Jim Johnson, Michelle Miller, Gregg Resnick, Judy Suszek and Janet Young also Executive Director Christine Witulski

Absent: Mike Ableidinger, John Caplis, Ann Diamond, Don MacMaster, Kristen Sharpe and Diane Speer

Meeting Called to Order at 4:31 p.m. and quorum noted

Guest: Susan Edwards from R.S. Scott Associates addressed the Board with an overview of a proposal from her firm for developing a study of the exterior, interior and storage issues that she has found with a 3-4 hour walkthrough of the building. She briefly touched on some of the issues she had noted and gave an summation of her firm's bid. Gregg Resnick made a motion to move forward with the proposal for a Basement Interior Study (Phase A) and Building Exterior Study (Phases A, B, C and D) totaling \$20,700 using monies from a \$30,000 Besser Foundation matching donation, supported by Jim Johnson. All Ayes. Motion carried. ED Witulski has secured the match of \$30,000.

Minutes: Janet Young moved to accept the May Minutes, supported by Jim Johnson with the noted correction. All Ayes. Motion carried.

Treasurer's Report:

Treasurer Suszek informed the Board that the financials are ready for a year-end audit review. The Museum ended the year in the black. She and ED Witulski will have a budget ready for adoption at the August meeting.

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. **Education Outreach Coordinator**--this position has been filled by Amanda Kucharek.
 - b. **Planetarium Director**--This position has been filled by Johnathan Winckowski.
 - c. **Log Cabin Day**--was a success despite the heat.
 - d. **Mindful Movement at the Museum: Yoga Class**--this program will continue after July.

Standing Committee Reports:

Governance: nothing to report

Collections: Collections Manager Maggie Malone was present at the Board Meeting to update the Board on her accomplishments during her first six weeks tenure and share her hope to elevate and educate the Board and community as to why we collect and what we do as a museum. She and ED Witulski have initiated a "subtle moratorium" on donations while Maggie tries to assess the current situation and form a plan to rectify it. She shared the new form developed for incoming donations. Once she gets a protocol in

place for donations, she will use qualified volunteers and interns for data entry and organizational needs. It may take five to six years before the Museum is at the point she would like it to be.

Ad Hoc Committee Reports:

Katherine V: Tuffy Cross reported that the Kahlenberg Engine will be brought to the display spot this year. The "History of Fishing" pictures are now hung. Approximately 100 people toured the exhibit during Log Cabin Day.

Chinook: Jim Johnson reported that the final report has been completed, submitted and accepted by the Great Lakes Fisheries Trust. The final \$1,000 of the grant has been awarded. His committee is now looking for ways to finance the landscaping necessary for the exhibit.

Planetarium: nothing to report

Fine Art: nothing to report

Native American Exhibit: See New Business

Old Business:

- **Riding Lawnmower**--has now been purchased and is saving Matt many hours.

New Business:

- **Spratt Church Repairs:** Bliss Painting submitted a bid to paint the front of the church. This item was tabled to the August meeting.
- **Richard Stringer's Herbarium Collection: Proposal to sell his collection to the Museum**--The proposal was presented to the Board and the Board declined to pass a motion to accept his offer.
- **Besser Native American Project Video Proposals**--Two proposals were submitted to the Board from Brian Belanger brother of Anne Belanger; one for \$9,631.85 for one production day and five edit days and one for \$14,966.60 for three production days and 7 edit days. After much discussion, Judy Suszek made a motion or amend the May 16, 2017 adopted budget of \$8,000 from the Cook Family Funds for the project to \$10,000 for audio/video production. Claudia Chapman supported. All Ayes but for Anne Belanger who abstained. Motion carried. Jim Johnson made a motion to award the contract to Brian Belanger for \$9,631.85, Greg Resnick supported. All Ayes. Motion carried.

Adjourn: Claudia Chapman made a motion to adjourn, Gregg Resnick supported. All Ayes. Adjourned at 6:25 p.m.

Next Board Meeting will be Tuesday, August 21, 2018, at 4:30 p.m.

Submitted by Michelle Miller, Secretary