

Museum Oversight Board

February 17, 2021

CITY CLERK

2021 FEB 22 AM 9:55

Members Present: Dr. Jimmy Albright, chair; Marshall White, member; Charles Schwichtenberg, St. Joseph Museum Board President; Jennifer Martin, member; Michelle Haynes, member; Sara Wilson, St. Joseph Museum, Executive Director.

Members Absent: Charles Triplett

1. Dr. Albright called meeting to order at 11:30 am.
2. Appointed new board members: Jennifer Martin, Vice President and Michelle Haynes, Secretary. Majority Vote.
3. Minutes approved – January 20, 2021 and December 16, 2020. Noted that January meeting there was no quorum.
4. Review of January receipts. Noted that electric bills are more reasonable. Possibility of changing lighting to further reduce bills, both at Frederick location and Wyeth-Tootle. LED lighting with Energy. Action electric – motion sensors. Future strategic plan inclusion. Noted that there is \$120k left in available tax funds.
5. Report from Sara Wilson, Executive Director –
  - new floors, new smoke detectors
  - Sara praised current staff for adaptability and flexibility throughout these times. Staff working on collections assessment.
  - Reaccreditation coming. This is a two year process starting with self-study due in December 2021. Onsite visitors next summer.
    - i. St. Joseph Museums has been continuously accredited since 1971, one of the first museums in America accredited. Last accreditation in 2013. Sara has prepared the museum for reaccreditation since she has been Executive Director.
    - ii. Reaccreditation will be every 15 years.
  - March 2021– CatalogIT will be coming online and provide ability to access full collections.
6. Report from Charles Schwichtenberg, President –
  - Museum submitted PPP1 forgiveness grant.
  - PPP2 same rules as PPP1 except an increase of 25% in receipts for one quarter in 2020. Application due 3/31/2021
  - Shuttered Venue grant – 40% of average revenues, however fixed seating is required.
7. No unfinished business.
8. Meeting adjourned at 12:05pm.