

**Farragut Museum Committee
Minutes
April 26, 2016**

Members Present:

Steve Stow, Chairman
Dee Henning, Vice Chair
Carolyn Sinclair, Gift Shop Manager
Joyce Moran, Secretary
Jack Haines
Libbie Haynes
Carolyn Coker

Absent:

Loretta Bradley
Lou LaMarche

Others Present:

Julia Barham, Museum Coordinator

1. **Call to Order:** The meeting was called or order by Chairman, Steve Stow at 1:30 pm.
2. **Approval of Minutes:**
 - a. The minutes for the March 22, 2016 meeting were not available; and will be presented at the May meeting.
3. **Financial Report:**
 - a. Museum and Gift Shop Accounts – Arlene Higginbotham will be providing the financial reports. Monthly Expenditures and Revenues will be included effective August 2016 meeting.
Museum Savings Balance: \$44,534.43; Museum Checking Balance: \$4,779.73
Gift Shop Savings: \$16,512.05
Carolyn Sinclair reported that for the period of March 22-April 26, 2016 – Receipts of \$386.92; Expenditures of \$225.00. Received YTD \$3,564.20; Expenditures \$1,469.23; Balance on Hand: \$16,512.05
 - b. Discussion re selling jewelry and handcrafted items in the Gift Shop. Consensus of committee to leave to Carolyn Sinclair's discretion.
4. **Museum Coordinator's Report:**
 - a. Museum Entrance Sign:
 - Discussion re changing signage or new lettering and repaint wall; use new Logo for "F". Motion by Libbie Haynes to delete "Folklife", use the current lettering "Farragut Museum" and repaint the wall; seconded by Jack Haines. Motion approved. Julia to contact Jim at Graphic Creations to change signage.
 - b. Upcoming Exhibits:
 - Smithsonian Exhibit – "Roots of Wisdom: Native Knowledge Shared Science" is not available the second half of 2016. Our first choice is to have the exhibit the beginning of 2017 and second choice is June, July or August. We are working on an Itinerary. Discussion re cost: of \$2700.
 - "Fashion through the Ages Exhibit" to be scheduled around the Smithsonian Exhibit.
 - Antique Toy Exhibit (1950 or before) will follow the Farming Exhibit before Christmas and may extend beyond Christmas. Libbie Haynes to contact Mrs. Click re including some of her dolls in the exhibit.
 - c. Museum Cases:
 - Julia had \$12,000 left in her budget. She has sufficient archival supplies on hand, so had graciously used her budget funds to purchase a new case for the third gallery. Eventually, plans are to replace all the cases in the third gallery with museum quality cases. The first new case will replace the first low case on the left when entering the gallery. This includes the case, light bar, etc. Discussion re new signage. The committee discussed using Museum funds for future cases.
5. **Committee Reports:**
 - a. Docent/Gift Shop Host Schedule
 - Museum Docents – Libbie Haynes distributed the April schedule.
 - Gift Shop Hosts – Carol Sinclair distributed the April schedule.

Museum and Gift Shop are closed Memorial Day. Libbie stated that new docents/volunteers are still needed – both men and women. Discussion re running another ad in the Farragut Press. Julia will follow up with Chelsea. Schedule Docent training in July. Discussion re docents/volunteers being late or failing to cover their scheduled time – suggestion to make reminder calls. Consensus to not make reminder calls.

- b. Empathy – Carolyn Coker reported that Betty Childress, Museum Docent, died. No family listed in obit.
- c. Hospitality – No report.
- d. Oral Histories – No report.
- e. Black History Event – No report.
- f. 4th of July Parade – No report.

Consensus to approve all reports submitted.

Next Meeting:

The next Farragut Museum Committee meeting is scheduled for Tuesday, May 24, 2016, at 1:30 pm.

Adjournment:

After a motion was made, seconded and carried, the meeting adjourned at 2:38 pm.

After the meeting, the Committee discussed recruiting new committee members. The Town has emailed notification of renewal of current Committee memberships. Suggestion to contact the following persons to join the Museum Committee: Mona Smith, Mul Wyman, John Hoffman, Gordon Michaels, Marian Howard.

Respectfully submitted,

Joyce Moran, Secretary

Membership Committee Meeting
April 26, 2016

The Membership Committee met regarding the Membership Program Changes. The new "Membership" program will take effect July 1, 2016. The consensus of the Committee is to change from a "Membership" to "Friends of the Farragut Museum".

Proposed Membership Levels and Amounts:

1. Student - \$10
Individual or Port - \$25 – Receive Quarterly Newsletter
2. Couple or All Hands - \$50 – Listing in Museum Annual Report
3. Family or Cast Off - \$100 – All of the above plus:
 - a. Public listing by name in Farragut Museum
 - b. Meet and Greet with Special Guests and Speakers
 - c. Welcome Gift
4. _____ Port Side/Star Board - \$250 – All of the above plus:
 - a. Personal Museum Tour
 - b. Name listed in special Ad in newspaper annually
5. _____ Stern - \$500 - \$999
 - a. One-Time 30% discount on total purchase in the Museum Gift Shop
 - b. Special recognition for Donation in Museum Annual Report
6. Corporate or Lifeline - \$1000 or Above

Consensus of those present to accept the concept.

All Members will Receive:

- a. Subscription to Quarterly Online Newsletter
- b. Members Only Exhibit Previews with Refreshments
- c. Car Window Cling
- d. Notification of Special Events
- e. Your Donation is Tax Deductible

Notes: Add in Memoriam Section: School Teachers receive a 10% Discount; Does your employer match donations? Rates are for Annual Contributions.

Next Meeting: Tuesday, May 24, 2016, immediately following the Museum Committee Meeting.

Meeting adjourned.