

**Farragut Museum Committee
Minutes
May 24, 2016**

Members Present:

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

Absent:

None

Others Present:

Julia Barham, Museum Coordinator

1. **Call to Order:** The meeting was called or order by Chairman, Steve Stow at 1:30 pm.

The Agenda was amended to include the Membership Committee Report in the Museum Coordinator's Report.

2. **Approval of Minutes:**

- a. The minutes for the March 22, 2016 meeting were approved as presented.
- b. The minutes for the April 26, 2016 meeting were approved as corrected. (Minutes corrected to reflect that Dee Henning is to contact Mrs. Click instead of Libbie Haynes.)

3. **Financial Report:**

- a. Museum Account: Ms. Barham reported on the following: Museum Savings Balance - \$44,534.43; Museum Checking Balance - \$4,191,73. Lettering and painting for the Museum Entrance signage will be included in next year's budget. The July 4th Parade Float expenses will be charged to the current year budget. \$200 has been allocated for Corey Seale and \$300 for the Holloway Sisters.
- b. Gift Shop Account: Ms. Sinclair reported the following: Gift Shop Savings Balance: \$13,614.87.

4. **Museum Coordinator's Report:**

- a. Membership Committee Report:

- "Friends of the Farragut Museum" Membership Application for Individuals and Family was presented for committee approval. The Business/Corporate Application will be discussed at a meeting on July 19th, 2:00 pm. Suggestion to add the museum hours in the blue box; add "to be renewed annually" and year. Motion by Ms. Sinclair to approved Membership form with above revisions. Seconded by Mr. Haines. Motion carried.

The Committee discussed sending a letter to current members advising them of changes in membership and providing an annual report; and method of distribution.

At the April meeting, it was suggested that Mona Smith, Mul Wyman, John Hoffman, Gordon Michaels and Marian Howard be contacted as to their interest in serving on the Museum Committee. Mul Wyman declined any interest. John Hoffman asked that he be contacted in six months. Marian Howard is interested in serving on the Committee and has to turn in her application.

- b. Newsletter:

- Mr. LaMarche inquired as to whether a newsletter would be available. Ms. Barham stated that she would be doing the newsletter.

5. **Committee Reports:**

- a. Docent/Gift Shop Host Schedule

- Museum Docents – Libbie Haynes distributed the June schedule.
- Gift Shop Hosts – Carol Sinclair will contact volunteers to complete the June schedule.

- b. Empathy – Ms. Henning sent a Sympathy card to Nettie Sherrod regarding the death of Fred Sherrod.

- c. Hospitality – This Committee has been cancelled.
- d. Oral Histories – No report.
- e. Black History Event – Ms. Bradley asked the Committee for suggestions for the Black History Event for year 2017. The Star Children’s Theater has some programs.
- f. 4th of July Parade – Mr. LaMarche stated the Float is progressing well. Ms. Sinclair is working on the sails; Ms. Henning is working on the letters USS Hartford; and Ms. Barham has ordered the frills. Schedule to assemble the Float was discussed. A cost analysis will be done for future use.

Consensus to approve all reports submitted.

Next Meeting:

The next Farragut Museum Committee meeting is scheduled for Tuesday, June 28, 2016, at 1:30 pm.

Adjournment:

After a motion was made by Mr. Haines, seconded by Ms. Moran and carried, the meeting adjourned at 2:32 pm.

Respectfully submitted,

Joyce Moran, Secretary