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MUSEUM BOARD MINUTES

March 14, 2023 – 5:30pm
City Hall Conference Room

Chairperson Vizard called the meeting to order at 5:37 pm

ROLL CALL

Present: Tippet, Vizard, Seibert, Wheeler, S. Sage

Absent: D. Seger

Others Present: Jason Payne, Building/Zoning Administrator
Leo Doan

MINUTES

Motion by Tippet, Supported by Seibert, to approve the minutes from January 19, 2023, meeting. Motion Carried

BUSINESS

- **Update on Exterior Upgrades, Structural Repairs, Tentative Re-Opening Date**

Payne gave an update on the progress of the Museum stating he took the updated proposal from Lindout & Assc., who is doing the architectural and engineering plans, to City Council last night, along with a contract from Conn Engineering to review these plans, which Council approved. The contract has been signed so he will be including these expenses into the Museum Budget to hopefully be approved for next year's budget. Both Lindout and Conn's proposals were much more reasonable than Cheryl Early's proposal and reviews.

Kim Wheeler gave an update on the clean-up and removing items from the Museum. A lot of the items were permanently removed and what is being kept has been moved away from the front of the structure. There are some items too heavy to be removed, so the DPW employees will be removing those items. Kim would like to be re-opened by the end of March first of April.

Vizard gave a lot of credit for getting this done to Kim because she has spear-headed the whole effort, along with everyone who helped to move the items out. Payne added that if these remaining items are taken care of, the Museum could re-open as early as 2-3 weeks but using the backdoor only.

It was also mentioned that the door lock to the back door needs to be looked at and the door bell needs to be replaced. The garbage can has also been missing for about a month. Payne stated he would have maintenance take a look at these items.

- **Planting of Flowers for Museum Grounds**

Payne reported that Linda Blanco, who plants the flowers, called him regarding planting flowers this spring and whether she should or not with possible construction beginning. Payne stated construction probably would not begin until late Fall or even possibly early Spring 2024, so she could go ahead and plant flowers.

Payne also added that an additional \$150,000 will need to be added to the Museum budget for everything to be done and hopes Sean Sage will do his due diligence to get this approved during budget hearings. Sage added there are a lot of big budget items this year and he will be working hard to get this added. Sage also stated anyone can come to the hearing and support this; the Museum's budget will be reviewed April 22, and the hearings are held at the Fire Department meeting room. Payne also added that if they do not receive the whole amount, his other option would be to budget for half of their request this upcoming budget and the other half in the 24-25 Budget.

Tippett added that the Historical Society gave Linda Blanco a gift card for all the work she has done in the past and instead of using that gift card for herself, she went out and bought bulbs and planted them at the Museum. Tippett also added there has been a request for a school visit to the Museum, so we need to get this on the calendar as soon as we open.

- **Board Vacancy – Resignation of Matt Adair/Appoint new Vice Chairperson**

It was discussed that applications are needed for the vacancy of Matt Adair. Payne stated the applications are on line, so if anyone knows of someone interested in becoming a member, they can apply on line. Also discussed was appointing a new vice chair since Adair held that position. The following motion was then made:

MOTION by Vizard, SUPPORTED by Wheeler, to appoint Bev Tippett as the new vice chair of the Museum Board. MOTION CARRIED

CALL TO AUDIENCE - No one this evening.

ADMINISTRATIVE ITEMS

Budget Amendment/items were addressed in earlier discussion.

MEMBER ITEMS - No one this evening.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted by,

Linda Davis

Recording Secretary