

**BEAVER ISLAND HISTORICAL SOCIETY
BOARD OF DIRECTOR'S REGULAR MEETING
Peaine Township Hall: Conference Room**

**Meeting Minutes
May 18, 2017
7:00 PM**

Remote Access Call-in Number
415-464-6800 – Password/ID 49782#

I. Call to Order/Quorum

The meeting was called to order by Doug Hartle at 7:05 pm. A quorum was present given the presence of 8 of 11 members.

Trustees present: Mike Weede, Alvin LaFreniere, Sherrie Timsak, Bobbi Welke, John Fiegan (phone), Doug Hartle, Lynne Flanagan, Sandy Birdsall (phone)

Also present: Lori Taylor-Blitz, Museum Director, Alan Vicstein, and Terri Bussey

Trustees absent: Linda Wearn, Mark Engelsman, John Runberg

- II. Approval of Minutes from the April 20, 2017. A motion was made by John Fiegan to approve the minutes, which was seconded by Lynne Flanagan. The motion to approve the April 29, 2017 meeting minutes was passed unanimously.

III. Financial Reports: Sandy Birdsall

- a. Accountant's Quarterly Report: The report, dated May 1, 2017, was shared with the Board by Sandy.
 - i. An additional budget amount for Computer Technology is necessary for managing sales at the Marine Museum. \$1300 is needed within this budget line. Alan Vicstein shared the equipment required. An internet connection from the Print Museum will bridge to the Marine Museum. Mike Weede made a motion to expend \$1500 establish this system. Sherri

Timsak second this motion. The Board appreciated Alan's work. The motion carried unanimously.

b. Financial Committee Reports

- i. Draft Financial Management Manual: This draft manual was shared with the Board for their consideration and ultimate approval – at the June Board meeting. Six footnotes need some amount of attention from the Board. It was agreed that the Financial Committee would bring proposals to the Board at the June meeting related to the affected issues, except for Footnote number 4 – Business Accounts. A limit of \$50 was established for use at Power's Do-It-Center Hardware for Board Members and the Museum Director. This motion was made by John Fiegan and seconded by Bobbi Welke. It was passed unanimously.
- ii. Credit Card Update Motion Request: To provide the Museum Director, Lori Taylor-Blitz a Business Credit Card, a motion is necessary to remove former users' Kirk Whelter, Sandy Birdsall, and Kitty McNamara and add Lori Taylor-Blitz. Discussion covered the need for a backup to Lori if she were to be off the island and Bobbi (Roberta S. Welke) was selected to be that back up. A motion was made by Mike Weede and seconded by Lynne Flanagan. The motion was passed. John Fiegan opposed the motion, believing only one credit card holder was necessary.
- iii. Marine Museum Technology Motion Request: This item and related motion request were covered within the budget item.
- iv. Land Swap Cancelation Notice Motion Request: A draft letter addressed to area property owners putting them on notice of the Society's intent to discontinue action regarding the property swap adjacent to the print museum due to property issues was shared with the Board. A Resolution was requested to send this letter. A motion was made by John Fiegan and seconded by Alvin LaFreniere, this motion to send the letter was passed. The letter - as is - will be signed by the President of the Board.

- IV. Cultural Resource Subcommittee Update - Alvin LaFreniere
 - a. Terri Bussey, a guest, shared a draft island archaeology policy covering those archaeologists performing on-the-island returning field reports and artifacts to the island. The draft policy will need further review and consultation by the State Historic Preservation Office as well as the affected Tribal Historic Preservation Offices. The Society's properties can be subject to some amount of restrictions, more so, than have been required in the past (e.g., return of artifacts).

- V. Strategic Planning Sessions – Lori Taylor-Blitz
 - a. Lori shared information on her planning session on Carole Pence's Planning Orientation Session. Carole may be contacting Board members in advance of the strategic planning sessions.

- VI. Events Committee
 - a. Drawdown and Dinner Party – Bobbi Welke
 - i. Liquor License Resolution and Signatures – A motion made by John Fiegan, seconded by Alvin LaFreniere was passed unanimously to submit the Liquor License to the MLCC and signed by Douglas Hartle as President of the Board. Linda Wearn supported the motion via a proxy.
 - ii. Tickets – Tickets will be distributed to each Board member who would like to participate in selling on their own, at the Museum, or at McDonough's. We need to make some posters.
 - iii. Duty Roster positions are needed for Prizes and Dinner Managing.
 - b. Museum Week – Lori Taylor-Blitz
 - i. Frank Mays will not be coming to the Island.
 - ii. The Budget is doing well.

- VII. Museum Clean Up – Lynne Flanagan
 - a. Our past volunteer is unable to clean the Print Museum (and Marine Museum.) There is a volunteer clean up session scheduled for Saturday, May 20th at 9:00 for the Print Museum.

VIII. Director's Report – Lori Taylor-Blitz

- a. Lori's report was shared with the Board. An expenses snapshot was presented.
- b. The Society will approach Baroque on Beaver to discuss an exchange in advertisement in their brochure and within the Society's newsletters. If this fails, advertisement which costs \$100 within Baroque's brochure was approved by the Board. Mike Weede made the related motion, Alvin LaFreniere seconded it, which was unanimously passed.
- c. A request for the Eco-Fair to be held at Heritage Park was considered. Mike Weede made a motion to allow this event. Bobbi Welke seconded this motion. The motion passed unanimously. Lori reported a school group would likely clean/rake up the grounds the week prior.
- d. Society advertisements in the Northern Islander were discussed. They are \$48/monthly. Mike Weede made a motion to set up Society advertisements for June, July, and August. Sherri Timsak seconded this motion which was unanimously approved.
- e. Miscellaneous: The Marine Museum phone will turn on May 30th. There was some spirit activity discovered by the Paranormal Group.

IX. For the Good of the Society

X. Adjournment at 8:45 pm. Next Meeting: June 15, 2017

Minutes Respectively Submitted,

Roberta S. Welke, Trustee
On behalf of Secretary Linda Wearn