

Minutes of the Museum Oversight Board February 22, 2023

Members Present: Marvin Hoffman, Dr. Karen Hauser, Hannorah Harrah, Duane Turk, Charles Triplett

Also Present: Sara Wilson, Executive Director.

- 1) The meeting was called to order at 9:00 a.m. by Marvin Hoffman.
- 2) Karen made a motion that the January 18th minutes be approved, Hannorah seconded. The motion carried unanimously.
- 3) The January receipts were reviewed. Hannorah made a motion to approve the receipts, Karen seconded. The receipts were approved unanimously.
- 4) Executive Director, Sara Wilson reported:
 - a) The Annual Executive Board meeting was held on January 18nd, 2023. The members present viewed the Strategic Plan and an update by the staff outlining their past and future endeavors. Election of new members. It was pointed out that 2 council members should be on the board according to the contract, but no council members have been appointed.
 - b) Concern over the dwindling budget and rising costs was brought up. Sara explained the two locations of St. Joseph Museum Inc. are funded by: monies from a special city tax established when the city accepted ownership of the Wyeth-Tootle Mansion; receipts from admissions, tours, and the gift shop; charges for programs, events, and trips; and special grants. Murder at the Asylum has been a success and there are already a lot of Glore Museum tours booked this year.
 - c) Upcoming events include the Chicago Trip. However, interest is lacking so the cutoff date has been extended; Etiquette at the Mansion has begun. Black History Month activities; the Bridal Bash; Easter event at the Mansion is always well attended. (Donations of candy are needed to fill the hundreds of remaining plastic eggs, and volunteers to work on the day of the event); and Juneteenth festivities.
 - d) The board members were taken on a tour of the Collections by Sara Wilson and Manager Sarah Ben-Ezra. The process starts with an individual wanting to donate an item, it then must be accepted by the collections board, before it is entered into *Catalogit*, and photographed before it is ultimately stored on site or at another location.
- 5) The next meeting will be March 22, 2023 at 9:00
- 6) The meeting was adjourned at 10:30

Submitted by
Hannorah Harrah
Secretary Museum Oversight Board

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CITY CLERK