

FARRAGUT FOLKLIFE MUSEUM COMMITTEE MEETING

MINUTES FEBRUARY 25, 2014

MEMBERS PRESENT

Jack Haines, Chair
Jack Bondurant, Vice Chair
Loretta Bradley, Recording Secretary
Carol Sinclair, Gift Shop Manager
Carolyn Coker
Libbie Haynes
Doris (Dee) Henning
Lou LaMarche
Joyce Moran
Steve Stow
Mul Wyman

STAFF PRESENT

Julia Barham
Museum Coordinator

Chairman Jack Haines called the meeting to order at 1:30 pm.

APPROVAL OF MINUTES

Minutes for November 19, 2013, were approved as presented. Julia reported the meeting tape recorder had been misplaced.

FINANCIAL REPORT

TOF figures for the Museum January 2014 report. The information presented ; Museum Savings, as of August 22, 2013, Balance - \$55,296.63; Revenue - \$4,673.00, with Current Balance, as of January 2014 - \$ 62,222.63. (No expenses given). Museum Checking – as of July 1, 2013, Balance \$6,850.00, Expenses - \$223.75, with Current Balance, January 2014 - \$4,613.25.

GIFT SHOP REPORT

Carol Sinclair reported as of January 21, 2014, a balance of \$ 9,289.82; revenue - \$ 389.74; expenses- \$ 1, 719.87, leaving a balance as of February 20, 2014 - \$ 7, 959.69. She also distributed a list of new items purchased for sale. The report was approved after a motion by Jack Haines and second by Loretta Bradley.

UNFINISHED BUSINESS

Preserving Admiral Farragut's Birthplace / Farragut Heritage: Mul Wyman reported signs of construction at the Admiral's birthplace at Stony Point. It is thought that the property owner, Mrs. Lylan Sheppard Fitzgerald, is building a new house to replace the one that had been there for many years. She is in possession of the stone memorial marker that was earlier missing. Mul, also, distributed to the committee a map of the Stony Point property

COMMITTEE REPORTS

Museum Schedules: Libbie Haynes reported the March schedule is being completed without problems. There was an in-depth discussion about volunteers' work performance, including the number of days per month they can work. They are to call Libbie or Carol Sinclair if they cannot work their scheduled hours. Complaints are to be directed to Julia who is compiling a list of volunteer working guidelines. Chair Jack Haines appointed the following members to a Museum /Gift Shop regulatory committee: Jack Haines, Libbie Haynes, Carol Sinclair, Joyce Moran, Jack Bondurant, and Julia Barham. The report was accepted.

Empathy and Hospitality: Dee Henning reported that she sent a sympathy card to Marie Leonard at the death of her son. Julia also sent flowers from the Museum. Marie is the widow of Farragut's first mayor and a current Museum docent.

Black History Month: Program Chairman Loretta Bradley expressed her appreciation to the committee for the success of the program, which had an attendance of 155. That number included the Museum volunteers and staff. Compliments were received on both the program and the beautiful table arrangements and refreshments from Knoxville City and Knox County staffs, as well as many people attending. Loretta, also, thanked those members who purchased refreshments. **Civil War African American Medal of Honor Sailors:** It was requested that pictures and biographies of the five African American sailors who received the Medal of Honor from Admiral David Glasgow Farragut be added to the Gallery II exhibit. (The Mary Nell McFee Gallery). These five former slaves who sailed aboard the USS Hartford at the Battle of Mobile Bay on August 5, 1864, were John Lawson, William K. Brown, James Muffin, Wilson Brown, and William Pelham. This request was made by Loretta L. Bradley. Following questions from Lou LaMarche, Julia stated that she would research the request and add items to the 2nd Gallery. The report was approved as presented after a motion by Loretta Bradley and second by Mul Wyman.

FAM Tour and Showcase: Joyce Moran and Jack Haines represented FFM Committee at the Familiarizing Tour sponsored by Knoxville Tourism Bureau held in February at the Knoxville Sunsphere on the World's Fair site. Joyce and Jack displayed some of the gifts they received. These Familiarization Tours (FAM) are held yearly for community planners, corporate managers, community developers, religious leaders and many others. Loretta said that FAM had toured FFM while she was a docent. Loretta has also twice been a participant of FAM when she was a member of the International Religious Conference Planners. Mul Wyman suggested including the FAM in the Heritage Tours of Farragut's Master Plan. **Farragut Book Club** will visit the Museum on March 10, 2014. Lou LaMarche will be the Tour Guide.

Museum Coordinator's Report: A Museum Survey has been designed for Museum visitors to complete. When completed, they are to be placed in an envelope on the cover board in Gallery I, and will be picked up monthly for tabulation. Julia reported the Docent and Gift Shop Volunteer Training session was a success. It concluded with a short Museum tour and lecture by Steve Stow on the Manhattan Project. Mike Fields has offered a 1910 marching drum on loan; however, there is no place to display it at this time.

Upcoming Events:

- Friday, March 14, 2014, 6:00 pm. "Women of Vision and Courage"
 - Friday, March 21, 2014, 2:00 pm. Civil War Lecture by Jack Haines
 - Wednesday, April 23, 2014, 6:30 pm. "Atoms in Appalachia, Secret City and Super Science"
 - Friday – Sunday, February 13 – 15, 2015, Quilt Show
- Refreshments will be cookies and punch.

The coordinators report was approved after a motion by Jack Bondurant and second by Carol Coker.

NEW BUSINESS

Security System for Docents and Volunteers: A discussion was held concerning a security system for docents and Gift Shop volunteers when working alone. It has been recommended that a system be developed for their safety. Julia will explore the possibility of securing such a system.

Fourth of July Parade: \$500 has been budgeted. Libbie Haynes will contact the Holloway sisters about music. Jack Haines will contact Corry Seale who pulls the float with his truck.

With no further business the meeting adjourned at 2:50 pm after a motion by Steve Stow and second by Joyce Moran. **Next meeting, 1:30 pm, Tuesday, March 25, 2014.**

