

**Farragut Museum Committee
Minutes
March 28, 2017**

Members Present:

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

Absent:

Libbie Haynes

Others Present:

Julia Barham, Museum Coordinator

1. **Call to Order:** The meeting was called or order by Chairman, Steve Stow at 1:30 pm.
2. **Approval of Agenda:** Motion by Jack Haines to approve the Agenda as submitted. Seconded by Gordon Michaels. Motion carried.
3. **Approval of Minutes:** Motion by Dee Henning to approve the March 28, 2017 Minutes as submitted. Seconded by Lou LaMarche. Motion carried.
4. **Financial Report:** Julia Barham presented the Museum Financial Reports for March 2017:
 - a. Museum Account: Current Balance - \$49,921.68; Current Month Revenue - \$675.00; YTD Revenue - \$5,208.30.
 - b. Museum Checking Balance – Current Balance - \$3,289.87; Current Month Expense - \$58.68; YTD Expense: \$2710.13
 - c. Gift Shop Account: Current Balance: \$6,893.90; Current Month Revenue: \$279.87; Current Month Expense: \$1,760.49; YTD Revenue: \$2,721.52; YTD Expense: \$10,797.80.

Motion by Jack Haines to approve the Financial Report as presented. Seconded by Dee Henning. Motion carried.
5. **Museum Coordinator's Report:** Julia Barham
 - a. Museum Friends Program – Corporate Friendship Program. Three people and one Corporation have joined the Museum Friends Program. There are a total of 83 people in the Individual Friends Program. Arlene Higginbotham is maintaining a record and will provide a monthly report. Wendy Smith will write an article and take a photo of the TVA Credit Union staff and several individual Friends members.
 - b. Gordon Michaels has offered to be the Coordinator of the Corporate Friends Program. Ms. Barham has requested members to serve on this Committee and assist Gordon at the meetings. This Committee's responsibilities and particulars were postponed until the May 23rd Museum Committee Meeting.
 - c. Discussion re use of business cards to distribute at Chamber meetings and events. Ms. Barham to draft a business card and report back at the May meeting. Suggestions: Use Julia's email address; back of card to have a descriptive statement; person's name who is talking to person; consistent contact information. Town of Farragut has contract with the Chamber. Ms. Stuhl will check whether contract for the coming year will include our program with the Town of Farragut. Committee discussed posting Friends of Museum Program where Mayor Leonard's plaque is currently located and moving Mayor Leonard's plaque next to the elevator. Motion approved to post Friends of Museum on wall going upstairs and relocating Mayor Leonard's plaque. Possibilities to be investigated and to recognize the importance of Mayor Leonard. Ms. Barham to follow up and report back to committee.
 - d. Smithsonian Exhibit – Exhibit will arrive on Friday, May 19th. Exhibit to open and Reception to be held Thursday, May 25 from 5-7 pm. The Exhibit will be in the Museum from May 25th to August 27th. Docent training for the exhibit scheduled for Wednesday, May 24th at 2 pm is mandatory. Tentatively, a speaker from the Cherokee Museum in North Carolina will be here July 23rd.

- e. Farragut Monument Dedication – Dedication will be held Thursday, June 8th at 6:00 or 6:30 pm. The monument will be on the right side of the walkway in Memorial Plaza.

6. New Business: None.

7. Committee Reports:

- a. Black History – Loretta Bradley updated the committee on the 2018 Black History event. Black History will be held the 4th Sunday in February, 2018. Report that the Bright Star Touring Theatre will perform. The program will be the “Underground Railroad”.
- b. Docent/Gift Shop Host Schedule – Carol Sinclair stated more volunteers and docents are needed. Jack Haines commented on the book “The Making of an Admiral”, which relates to Admiral Farragut prior to the Civil War.
- c. Empathy – Libbie Haynes is still not well. Susan Howard has died.
- d. Oral Histories – Mr. Stow stated there was no report at this time.
- e. Museum Spending Sub-Committee: Jack Haines, Chairman – No report at this time.

8. Other Business:

- Lou LaMarche requested someone to take over the July 4th Float. To be added to the May Agenda.

9. Next Meeting:

The next Farragut Museum Committee meeting is scheduled for Tuesday, May 23, 2017, at 1:30 PM.

10. Adjournment:

Meeting adjourned at 2:43 pm.

Respectfully submitted,

Joyce Moran, Secretary