

**Farragut Museum Committee
Minutes
May 23, 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
Libbie Haynes

Absent:

Jack Haines

Others Present:

Julia Barham, Museum Coordinator

1. **Call to Order:** The meeting was called or order by Chairman, Steve Stow at 1:30 pm. Ms. Barham stated that the Museum Cases are currently in the Committee Room due to the Smithsonian Exhibit. Due to the lack of space, meetings will be held in the Board Room for the foreseeable future.
2. **Approval of Agenda:** Motion by Joyce Moran to approve the Agenda as submitted. Seconded by Lou LaMarche. Motion carried.
3. **Approval of Minutes:** Motion by Joyce Moran to approve the April 25, 2017 Minutes as corrected. Seconded by Lou LaMarche. Motion carried.
4. **Financial Report:** Julia Barham presented the Museum Financial Reports for April 2017:
 - a. Museum Account: Report deferred to June meeting. Expenditures will include the cost for cookies for the Docent Training Wednesday afternoon and refreshments for the Smithsonian Exhibit reception Thursday evening.
 - b. Gift Shop Account: Report deferred to June meeting. Carol Sinclair requested funds to order gift bags for the gift shop – different size bags and a one-time set-up fee of approximately \$600-\$700. This sum will cover the fee and the bags for the first order.

Motion to approve by Lou LaMarche, seconded by Loretta Bradley. Motion carried.

Ms. Sinclair reported that she had ordered reprints of the Battle of Campbell Station at a cost of between \$400-\$500. There are 3 sizes for the reprints and she is purchasing a frame to display a print.

5. Museum Coordinator's Report: Julia Barham

- a. Museum Friends Program – Corporate Friendship Program. Ms. Barham reported no additional Friends of the Museum since last month. As Coordinator of the Corporate Friends Program, Mr. Michaels presented the TVA Employee Credit Union with a Certificate. Ms. Barham stated that an article and photo will be in the Talk of the Town, a Media Release and Museum Newsletter. Mr. Michaels is planning to attend network meetings until we get a business card. Ms. Barham stated that we will use the Town of Farragut business card and add the Museum Logo with Gordon Michaels' name, and Farragut Museum Committee Corporate information, Email Address and Contact Number.

Mr. Gordon would like access to the list of Chamber events and is working through the Town of Farragut with Chamber to obtain a mailing list of members. It will cost \$25 quarterly for an insert for the newsletter. Labels are free. Weekly newsletter from Chamber of Commerce to be sent to all members re upcoming events.

Mr. Michaels stated that the TVA Employee Credit Union is a corporate member. The President was impressed with the Museum. We need to increase our profile with corporations and invite them to join. Suggested mailings to increase awareness of the Museum. Mr. Stow added that information be posted on the wall outside the Museum entry. Applications are available on the wall next to the sign in book.

- b. Smithsonian Exhibit –The Exhibit has been completed and a Reception to be held Thursday, May 25 from 5-7 pm. Committee members are requested to be there by 4:00 pm. Carolyn Sinclair, Julia Barham and Joyce Moran to be at the Museum by 3:00 pm to set up refreshments.
- c. Farragut Monument Dedication – Dedication will be held Thursday, June 8th at 6:30 pm. Refreshment volunteers to be available at 4:30 pm. The monument will be on the right side of the walkway in Memorial Plaza. ROTC will attend and have an Honor Guard. The plaque is more like a sign with Admiral Dewey on it. The DAR has been invited. Information to be distributed. A brochure on what the stone is made of per Steve Stow and cleaning guidelines will be available.

6. New Business:

- a. 4th of July Parade Float – Lou LaMarche has provided Ms. Barham with plans for the float. Gordon Michaels has offered to help and Jack Haines volunteered to serve as Coordinator. The Vice Mayor has requested to have his grandchildren ride on the float. Mr. LaMarche will meet with Mr. Michaels, Mr. Stow, Mr. Haines and others interested in working on the float within the next couple of weeks.

7. Committee Reports:

- a. Black History – Loretta Bradley updated the committee on the 2018 Black History event, which will be held the 4th Sunday in February, 2018. Report that the Bright Star Touring Theatre will perform. The Underground Railroad Theme will be “Following the Light to Freedom”. The program cost will be \$1,000.
- b. Docent/Gift Shop Host Schedule – Carol Sinclair distributed the Gift Shop schedule. Barbara Murphy did the Museum docent schedule. Ms. Sinclair has purchased two books on David G. Farragut – Vol. I and II, by Charles Lee Lewis. Books to be added to the Museum Office collection. Ms. Sinclair reported that Nettie Sherrod has written a book re history of family and local people. Now on sale in the gift shop.
- c. Empathy – Libbie Haynes was welcomed back. Ms. Sinclair reported that two docents who have worked in the gift shop for years have serious health issues. Julia Freer scheduled for surgery. Anna Lee Cox has Alzheimer's and is in Ashcroft Nursing Home. Her husband died Palm Sunday and her dog was killed when hit by a car. Barbara Beeler and Mac Abel have volunteered for many years. Mac Abel is now in assisted living. She recommended we send cards occasionally to these volunteers. Mary House and Helen Knight have retired but still make dish cloths for the gift shop. Recommendation to send “thank you” notes to acknowledge their continued service. Julia Barham to contact Dee Henning to send cards re above recommendations.
- d. Oral Histories – Mr. Stow stated there was no report at this time. He is trying to contact Mona Smith.
- e. Museum Spending Sub-Committee: Jack Haines, Chairman – No report at this time.

8. Other Business:

- Carol Sinclair reported that a person was interested in having the Confederate flag and more Confederate items displayed. He donated \$100 for the purchase of Confederate flags. Julia Barham will work on the Flag Exhibit and report back.
- Loretta Bradley brought up the issue of a possible theft in the gift shop. Discussion.

9. Next Meeting:

The next Farragut Museum Committee meeting is scheduled for Tuesday, June 27, 2017, at 1:30 PM.

10. Adjournment:

Meeting adjourned at 2:50 pm.

Respectfully submitted,

Joyce Moran, Secretary