

**Farragut Museum Committee
Minutes
June 27, 2017**

Members Present:

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

Absent:

Loretta Bradley - Resigned

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 due to lack of space, meetings will be held in the Board Room for the foreseeable future.

Mr. Stow announced that Loretta Bradley had resigned from the Committee. Discussion. Ms. Barham stated that she was interested in working with the Community ladies regarding the Black History Event.

2. **Approval of Agenda:** Motion by Jack Haines to approve the Agenda as submitted. Seconded by Dee Henning. Motion carried.

3. **Approval of Minutes:** The minutes of May 23, 2017 were approved as corrected.

4. **Financial Report:** Julia Barham presented the Museum Financial Reports for April 2017:

- a. Museum Account: Savings – Current Balance is \$51,856.07; Checking – Current Balance is \$1,476.12
- b. Gift Shop Account: Ms. Sinclair reported the Beginning Balance was \$13,489.56 and Current Balance is \$5,168.22. The major purchase was the Display Case. Current Month's Revenue \$646.94; Current Month's Expense \$892.00; YTD Revenue \$3,368.46; YTD Expense \$11,689.80.

Ms. Sinclair added that three prints of the Battle of Campbell Station have been framed and hung in the Gift Shop. Motion to approve by Lou LaMarche, seconded by Jack Haines. Motion carried.

Ms. Barham stated that one of the new small display cases is currently being used outside the museum. Comments received that it works well in its present location and committee agreed that the display case should remain in its current location. She added that we need two tall cases as well as another small case for the third gallery. Discussion. Add to August agenda as a budget item.

Comment that we need a sign/arrow to "advertise" the Smithsonian Exhibit.

5. **Museum Coordinator's Report:** Julia Barham

- a. Museum Friends Program: One new member has joined the Contributor level this month. We have added one new Corporate Friend, Christian Brothers Automotive. Mr. Michaels will contact them to present them with a Certificate. Mr. Gordon added that this is a national franchise firm located on Kingston Pike, near Pellissippi.

Mr. Stow stated that the Friendship program is well underway. Different levels of the program have been established and benefits offered. That was the key step forward to the Friends approach instead of membership. The Corporate program was another key step. Previously, Lou suggested that we not have different grade levels in the corporate program, but different time levels. There were two key decisions. Libbie Haynes helped shape this program.

- b. Cherokee Lecture: Shirley Hembree will give a lecture on Sunday, July 23rd at 2:00 pm. Light refreshments will be served. Ms. Barham is working on a power point presentation. The lecture includes the history of the Cherokees and the population of America by the Europeans.
- c. Weekend Openings in August: Two weekends in August have been scheduled: Saturday, August 12th, from 9:00 am to 12:00 Noon and Sunday August 27th, from 2:00 pm to 4:00 pm. The Smithsonian Exhibit will be leaving August 27th. Cookies and drinks will be provided. A kid's craft program is being considered. The Park Assistant will open the Town Hall. The Weekend Events will be advertised.

One of our goals for next year will to be open one Saturday a month from 9:00 am to 12:00 Noon. To be added to the August Meeting Agenda.

- d. August Meetings: The first meeting in August is the Dinner Meeting scheduled for August 8th at 6:30 pm. The Committee photo will be taken after the dinner. Meeting location is unknown at this time. The second meeting is our regular meeting scheduled for Tuesday, August 22nd, at which time new officers will be elected.

This is Steve Stow's last meeting as Chairman; Dee Henning as Vice Chair; and Joyce Moran as Secretary. Officers are elected for two years. Please think about nominations for new committee officers.

We have one committee member spot available and three applicants. Sue and Julia have suggested Barbara Murphy, who is a volunteer and has assisted with the Museum docent scheduling. With Loretta Bradley's resignation, we now have an additional member slot open. The Board of Mayor and Aldermen will make its decision in late July.

- e. 4th of July Parade: Ms. Barham stated that those riding on the float will have to be at the High School no later than 8:30 am; and Corey Seale to be there no later than 8:15 am. Public Works will pick up everything on Friday. Mr. LaMarche added that everything is set for the parade. Those working on the float to be there Monday morning between 9-10 am. Corey will pick up and transfer to the school. Committee members riding on the float include, Lou LaMarche, Libbie Haynes, Jack Haines, Dee Henning, Carol Sinclair, Gordon Michaels and Steve Stow. Mr. LaMarche stated that he had requests from the Vice Mayor and Aldermen and their relatives to ride. Ms. Henning also has relatives (children) who would like to ride on the float. Everyone to meet at Ingles July 4th at 7:30 am. Transportation to and from the school will be arranged.

Mr. LaMarche stated that Mr. Yates has loaned us his flat bed for several years and suggested the museum purchase our own flat bed. A good used 26 ft. flat bed can be purchased for \$4,000 to \$6,000. Issue is storage – it should fit in the barn at the Dimick House for the immediate future. Ms. Barham added that a purchase of this cost requires approval by the Board of Mayor and Aldermen. Item to be added to the August Agenda.

6. New Business: None.

7. Other Business: None.

8. Committee Reports:

- a. Black History: The 2018 Black History event will be held Sunday, February 25, 2018 at 1:00 pm. The Bright Star Touring Theatre will perform. The Underground Railroad Theme will be "Following the Light to Freedom". This item will be deleted from future agenda and considered a "Special Event".
- b. Docent/Gift Shop Host Schedule – Ms. Haynes and Ms. Sinclair distributed the Docent and Gift Shop schedules.
- c. Empathy – Dee Henning sent a card to Susan Howard's family.
- d. Oral Histories – Mr. Stow stated there was no report at this time. He will contact Mona Smith.
- e. Museum Spending Ad Hoc Sub-Committee: Jack Haines, Chairman. Ms. Barham has a list of suggested items to purchase. Delete from future Agendas and schedule for Annual Review.

9. Other Business: None.

10. Next Meeting:

The next Farragut Museum Committee meeting is scheduled for Tuesday, August 8, 2017 – Dinner and Photo.

11. Adjournment:

Meeting adjourned at 2:38 pm.

Respectfully submitted,

Joyce Moran, Secretary