

Museum Oversight Board

April 23, 2021

CITY CLERK

2021 MAY -6 PM 3: 00

Members Present: Dr. Jimmy Albright, chair; Charles Schwichtenberg, St. Joseph Museum Board President; Jennifer Martin, Vice President; Shelly Haynes, Secretary; Sara Wilson, St. Joseph Museum, Executive Director; Marshall White; Quinn, City Reporter from News Press

Members Absent: Charles Triplett, member.

- Dr. Albright called meeting to order at 9:00 am.
- Minutes approved – March 30, 2021.
- Review of March receipts. Approved.
- Report from Charles Schwichtenberg, President –
 - PPP1 forgiven, PPP2 same criteria. except an increase of 25% in receipts for one quarter in 2020. Approved. Through Nodaway Valley Bank.
 - Volunteer Party – Wizard of Oz hosted by Sara and staff. Genuinely nice.
- Report from Sara Wilson, Executive Director –
 - Attendance – 60-65% in attendance, school groups and visitor coming back.
 - Most of Staff are vaccinated. Advice on COVID rules. Masks encouraged but not required. Safety equipment remains in place.
 - Reaccreditation
 - Assessment Collections
 - Changing Database PastPerfect to CatalogIT. CatalogIT is a web-based system. QR database capabilities. PastPerfect is staying on Cloud server.
 - Interpretive Plan – Sara Parks and self-study
 - Membership Program, looking at different options to run this.
 - Grants –NEH to help fund Exhibit Design Fabricator position, ILS Grant for compact storage, NAGPRA, America Recovery Plan funding through City.
 - 5 Internships this summer – Danielle McCoy and Missouri Humanity’s council supporting Diversity and Inclusion students. 125-hour internships with a written report to be disbursed at end.
 - Off-site storage at Hillyard’s. Build large onsite collections facility (temp controlled) on prison grounds. Meeting with contractor scheduled for estimate. 120’ x 40’ Part of Strategic Plan.
 - Museum Graphic produced by Kristina. Brought back the Museum Graphic back in 2017. Beautifully done.
- No unfinished business.
- Next Meeting –not discussed.
- Meeting adjourned at 9:28 am.