

## **Angels Camp Museum Commission Minutes September 21, 2017**

**Commissioners present:** Bob Hillis, Marilyn Smith, Ron Rivera, Anne Forrest, Tad Folendorf

**Commissioners absent:** Bob Petithomme

**Others in attendance:** Kim Arth, Angels Camp Museum Director, Karen Strand, Foundation President, Scott Behiel, Angels Camp Mayor

**Public in attendance:** Scott Behiel, Angels Camp Mayor

**Call to order** at 8:34 AM by Ron Rivera

**Pledge of Allegiance.**

**Public comment:** There was no public comment.

**Approval of Agenda:** Motion to approve the agenda was made by Anne and seconded by Marilyn. The agenda was approved.

**Approval of August 17, 2017 Minutes:** Ron said he believed he hadn't sent the revised August minutes to the commission. It was then determined that some got the minutes so a motion was made by Bob Hillis and seconded by Marilyn to accept the minutes. The minutes were approved.

### **Reports:**

**Education Committee:** Bob Hillis said he was able to contact Kris Oswald to digitize our tapes. He came by the museum to view the tapes and take some pictures of same. Kris will get back to the committee with a ballpark estimate of the cost of transferring them to disk or thumb drive. Kris said he could probably enhance them and Bob said that others he had checked with couldn't do this. It was said that Kris is from Jamestown and has worked with [the old Timers Museum in Murphys](#) and he has also worked at Columbia College. Bob said that at the last commission meeting the subject of what does the education committee do arose. After meeting with Joe Oliveira and getting his notes from past committee meeting, he discovered a list of duties from the first committed meeting. They are as follows:

The recruitment of docents to support museum activity.

The development of educational material in support of museum exhibits.

The development of material and activities directed at special groups and the general public to generate interest in the museum.

Ron pointed out that these duties were in the information binder that we had. PS: I checked the binder and these duties are laid out in the binder.

**Collections Committee:** Bob Petithomme was absent but he sent me the following review of the collections committee meeting:

### **Notes: 8-17-17 Meeting**

**Committee Members present:**

Bob Petithomme  
Tad Folendorf,  
Bob Hillis

The committee met with Kim Arth to review the following items for potential donations.

1. Wally Adams submitted photos of two antique pieces of agriculture equipment.

Item 1. Seed planter

Item 2. Hay turner

Although the museum has a duplicate of this seed planter in inventory, the museum's planter is a newer model but in poor shape and is quite rusty. The museum has a duplicate of the hay turner also but the one offered by Mr. Adams is in much better condition. The donation is based on the provision that they be on exhibit inside a building.

Knowing that inside exhibit space is limited, Petithomme and Hillis met with Jim Miller and Chuck Schneider to confirm that inside exhibit space is available. Jim and Chuck checked out the Pole Barn and concluded there was suitable space and the committee voted to accept the donations.

2. Dennis and Patricia Griffino wish to donate a recipe book that has recipes with local names and business and a small history booklet written about the history of St. Patrick's of Murphys church. The commission votes to accept the donations.

3. Renee Minard –Menzes has two antique dresses from the 1800's that belonged to her grandmother, Mary Addie Minard. Mary operated a maternity home in Angels Camp and is featured in one of the exhibits in the museum medical exhibit. The committee voted to accept the donation

**Collections Loan Project:** Marilyn Smith said she has been busy in the carriage house working 4 hours a week downloading information on artifacts from UC Merced.

**Museum Foundation Report - Karen Strand:** Karen said that 2 people were missing from the last foundation meeting and she said that Lee Croletto would report on the membership at the October meeting. She said the foundation was working on a wagon sponsor and they are trying to get Carley wagon which is on loan donated to the museum. She will have a further update on this at next month's meeting. Karen said the foundation is working on the special function at the Utica mansion and they are looking at what date would work best. She said they are going to get sponsors for 16 tree signs. The foundation is beginning work on the winter newsletter. They are also looking at the possibility of signage for the Sam Choy building. She is working with [sponsors](#) to see if they could put up a sign pointing out the location of the Sam Choy building.

**Museum Update- Kim Arth, Museum Director:** Kim said a film crew visited the museum last Friday and they said that the museum was one of the top 5 things to do in Calaveras. Jim Miller worked with them. The information from this will be online in January in Visit California whose focus is on reasons to visit California. Gina Milani wrote a grant for collections to the [National Endowment for the Humanities](#). If we get the grant we can apply for a second grant, [we hear about the 1st grant in December](#). Scott Behiel said the Murphys museum was funded privately. The rent for the museum in Murphys was raised to \$1,000 per month. Kim said the Calaveras Historical Society had received a couple of endowments and they have a monthly meeting where they charge \$20 and it always has great attendance. They send out their budget annually and they also have a publication. Kim said the September 9 free day had good attendance but not as many as in previous years. The gift shop did well that day and the vendors were happy with their sales. She said that they have 4 volunteers for docent training but she isn't sure yet if they will follow through. With the expected tours for October and November they will be needed. Kim said that the new clerk, Susan, has started and she has been in Angels Camp since [the 1970's](#). Susan is a good sales person so this will be good for sales. Kim said [Marilyn Smith donated a flash drive for Anne Forrest to copy the binder documents](#) a flash drive. Kim said that Karen Strand was able to get the museum a new wheel chair to replace the current chair which wasn't working well. She said that we had received a \$250 donation in memory of. Kim said that the owner of Angels Sheet Metal is a museum member and she will work with her before we make the final payment to see if she can negotiate the amount of the final payment.

The work for the HVAC was begun last November and it is nearing completion. The trench for the conduit has been completed. The electricity was turned off on Tuesday and PG&E came and installed the new box and they started at 8:30 and they were finished by 11:00. The carriage house was dark until it finally got back up late Tuesday afternoon. Kim said that currently she is going to have Angels Sheet Metal come back to finish the installation in late October. Anne said that Reeves, the public affairs director for this region, is a good contact. Anne said he was going to be at the Destination Angels camp meeting today at 10:00 and Reeves will be there and she will try to set up a meeting with Kim to determine if anything can be done about the money already spent. Kim said she had met with Bob Hillis and Ron about a proposal from Calaveras Public Power that would save the museum \$485 annually. The cost of this is \$3,000 paid to PG&E and it is about a 6-year payout. She said that her current budget had allocated \$600 per month for July, August, September, and October using the new HVAC system but it wouldn't be needed since the system won't be installed until the end of October. She said that \$2,400 almost covers the cost of this amount. She asked Scott about the money and there were some unanswered questions that Scott felt needed to be covered. Scott said that they would have to look closely at the contract to ensure that these savings were correct. Kim said she had talked to Mary Kelly and Julie McManus about this. Kim said that we currently only pay PG&E \$22 a month for the school house and Sam Choy building.

### **New Business**

**New POS system update – Ron Rivera:** Ron said he has reached out using the internet looking for POS vendors. He said he has been in contact with 8 vendors so far and has gotten some quotes in the range of \$1,200 to \$2,500 for these systems. He explained that most of the systems offer a lot more than the museum requires so he has to explain that to each vendor as he is working with them. The current process for handling the various sales activities is very problematic. Ron said that in working with these various vendors he explained that we are in the preliminary stages of this effort and the actual implementation if it is approved is 4 to 6 months off. Ron will continue to keep the board updated on his findings. It was suggested that Ron talk to Jim Turner about his system to see what he uses. Anne said she had taken a class on credit transactions and she would forward to Ron information on this. Ron asked Kim if she knew how much of the front desk activity was cash. Kim didn't have that information.

**Architectural Plans – Kim Arth:** Kim showed the plans for the back exit which was funded by a Wings of Freedom donation. Kim said that she could probably save money by having Steve Flagg do the labor and have CDF take down the current deck and stairs. On the plans, the deck would be the same and the lift would be ADA standard. In reviewing the plans several questions came up about the position of the replacement stairs and the path from the stairs to the walk way. Kim is going to review the plans and then possibly have the architect come to the next meeting. Bob Hillis made a motion to continue with the estimate for this project and it was seconded by Marilyn. The motion was approved.

**Pergola Project Approval – Ron Rivera:** Ron said that this project was not presented to the commission for approval. He said he reviewed the minutes from January 2016 through December 2016 and found nothing was said about the project. Ron said the first money allocated to this project was in November of 2016. He said a total of \$6,600 had been received so far for the project. Kim explained why she felt this project was worthwhile. She said when the renovations to the carriage house for HVAC were presented the pergola project was included as a part of that since once the HVAC system was installed the large door entrance to the carriage house would be closed and there would be no shade for activities that occurred just outside the building. It would also be an added feature that would enhance the looks of the carriage house. Since she is working on a new revenue source by renting the carriage house it would serve as a cover for activities outside the carriage house. After a long discussion on the size of the pergola is seemed that the pergola itself should be as wide as the patio. In effect, it would double the size so the project would continue raising money for this. Scott commented that whatever is done for this project it must be kept in mind that maintenance costs would be an issue going forward. This led to the

concept that whatever materials were used for the pergola would have minimal maintenance. It was also recommended that they talk to Jim Toney to have him build the structure using the rusted steel, in keeping with the look of the outdoor signage. A motion was made to approve the project and it was approved. Anne suggested that one thing that would enhance the looks of the carriage house would be a mural of the wagons and AC scene on the pull up door since the door will be down most of the time once the HVAC unit gets up and running. Kim said she would get some rough drawings and dimensions for the next meeting.

**Christmas parade participation – Marilyn Smith:** Marilyn said she is in charge of the Christmas parade and she is trying to get more city involvement. She said that last year there were only 23 participants and she would like to have at least 40 groups this year. She said we had to decide what kind of activity the museum would do. Marilyn will give an update at the next meeting.

### **Commissioner Reports**

Activities this past month:

Marilyn already discussed her activities.

Bob Hillis said he had attended the free Saturday and gave a tour. He also spent time on phone call on the tapes.

Anne said she had been to a casino where they had a lot of miniature models of wagons which might be an idea for something that could be done in the woodworking area and put up for sale. She said she had talked to John Van Court and he didn't apply for the commission. Kim said that John had come by and had talked to her so he seemed to be interested.

Ron said he had commission executive board meeting with Kim and Bob Hillis about possible cost savings on utilities. I also had treasurer activities for the foundation, minutes for the commission and foundation. I also delivered the information packets to the city council – told them if any didn't belong to the museum they would find a membership application in the front of the binder.

Adjournment: The meeting was adjourned at 10:10 AM.

**Next Meeting October 19th, 2017 at 8:30AM in Museum Conference Room**