Angels Camp Museum Commission Minutes
July 19, 2018

Commissioners present: Bob Hillis, Ron Rivera, Anne Forrest, Bob Petithomme, Tad Folendorf, Brian Connelly
Commissioners absent: Marilyn Smith
Others in attendance: Karen Strand, Foundation President
Public in attendance: Joe Oliveira-city council representative to the museum, Melissa Eads-city administrator
Call to order at 8:33 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 Bob H. and the agenda was approved
Approval of June 21, 2018 Minutes: Ron said he go a note from Joe asking to clarify one item in the minutes. Ron said he would add a clarification and send out the revised minutes. A motion to approve the corrected minutes from the June 21, 2018 meeting was made by Anne and seconded by Bob H. The minutes were approved by a 5 to 0 vote with Tad and Brian abstaining.

Reports:
Introduction of new commissioner - Ron: Ron asked Brian to tell us a little about why he became a commissioner. Brian said he spent 2 years in Tahoe and started helping at the Gatekeeper Museum. He said he did blacksmithing for 3 years and made things that were sold, and the money went to the museum. He said he had been working with Jim Miller and has been a docent and tour guide, and at various times comes by the museum to spend time there and help where he can. He talked to Jim Miller about blacksmithing and Jim sent him to the Red Barn where he could pursue his blacksmithing. Ron then asked everyone to introduce themselves.

Commission status going forward: Ron said the commission might be different. Melissa said she is beginning to work on a transition plan for the museum and would like input from the commission. Anne said there was a similar transition when each of the last 3 museum directors started. The 3 times she mentioned were 2008 when Bob Rogers was recruited and began work as a part time consultant, began, 2010 when Craig Hadley was recruited and hired as a part-time consultant, and 2013 when Kim Arth was recruited and hired. The final hiring decisions were made by the city administrator. Each time there was a long transition period and commissioners worked with the staff to help carry the load and did the initial recruitment procedures. Anne said in all the cases the commission helped in the transition. Melissa said that the current staff are very good, and she would make sure we have coverage every day the museum was open. Melissa said the city has hired a consultant to look at the city’s organization and review and recommend changes that are needed. Tad suggested the commission have a special meeting to ensure that the museums well-being is kept in mind in determining what happens next.

Melissa said she is still trying to determine how to structure the position with the possibility of having an oversight position to handle multiple tasks including the museum and maybe parks and recreation. It was suggested that the commission have input into who the person might be. Melissa said that the new Angels Camp Community Club is trying to raise $200K to help with the parks. Anne made a point that the person who is put in this kind of position or someone in a senior position at the museum should have museum management knowledge. She said it is important that the person understand the management of artifacts displays and programs. Melissa asked if there was anyone on the commission who could be more involved on a day-to-day basis while a decision is being made about the budget and staffing. Anne said that it was important during this period that only on commissioner be designated to be the go-between or point person for the staff, otherwise it get very confusing. She mentioned Marilyn Smith who
has been working on entering information about the artifacts into a database. Marilyn has the skill and experience to work with staff and be a go-between on a temporary basis. Ron agreed to talk with Marilyn about this possibility. Bob H. said the important thing is the preservation of the artifacts on display. Melissa said that in the transition there might be an interim director. She said that she would make sure there we have 3 staff at the museum every day. Anne said that we might consider looking for volunteers to help at the front desk and gift shop and for specific tasks that don’t need a low of museum visitor knowledge. The commissioners could do a community outreach looking for volunteers. It was said it is sometimes easier to have a specific project that a person might volunteer but finding someone who would help on an on-going basis. Anne mentioned several organizations within Greenhorn who could be contacted for volunteers. The foundation should continue to raise money for growth of the museum. Joe said that the foundation has raised money for material things such as the back stairs and the air conditioning, but what about staffing. Karen said that Gina Milani is writing a grant to hire someone to do the archiving. They have looked at UC Merced for this. Brian said he was interested in archiving and Anne suggested she talk to Marilyn Smith.

**Information from the meeting with city council members:** Ron read his notes which follow:
Meeting with Melissa Eads, Amanda Folendorf, and Joe Olivera to talk about what could be done about the budget cuts. The meeting was attended by Kathy Dodge and Karen from the foundation and me, Bob Petithomme, and Marilyn Smith. Melissa said that they were going to cut $24K from the museum budget which is a city issue not a foundation or a commission issue. We discussed what could be done and I explained that the money that has been raised by the foundation was from donations from people who want to see the museum continue to grow and change through time. This money is allocated to specific projects and can’t be touched. I explained that in the 2017-2018 fiscal year the foundation raised about $6K from memberships, lectures, and e-script donations. The total donations for this past fiscal year was about $15K+. I also told them that if you looked at the foundation books we spent $41K+ during the fiscal year. The money spent was from previous donations to the foundation and the foundation still has enough money to fulfill the promises to the donors.

We discussed how we might in the future raise funds to relieve some of the burden on the city but as we told them we would have to develop some plan to accomplish fund raising for maintaining the museum but there was no way at this late juncture we could possible raise the $24K. I reviewed a copy of the museum budget that Melissa handed out to the attendees and in a quick review of budget I said the only thing I could see that would reduce that amount is in fact salaries. Melissa said that the $24K cut has not been approved by the city council but it will be brought to the at the budget session.

**Commission members interactions with the city:** Ron read his notes which follow:
I received a copy of a note from Anne that I thought was addressed to Kim and myself and the foundation. In the note there were a lot of comments about what can and can’t be done by the Foundation. Anne is not a representative of the foundation and I believe that an individual should discuss any issues with the commission before sending it to the city. When I asked the mayor when she received the note she said she and Joe received the note on July 10th. The comment in Amanda’s e-mail stated, “This is the proper way to distribute board communications per the Brown Act”. The city council believed that this communication was from the board and not an individual member of the commission without any input from either the commission or the foundation. I asked Melissa to let me know who sent the note.

In the note Anne stated that “no one from the Museum staff, the commission or foundation was at the council budget workshop to hear or offer suggestions on how the museum could cope”. The only
person from the museum staff that might have attended was Kim, but she was out of town. I had a
dinner engagement on the evening of the meeting. Karen who is president of the foundation didn’t
know about the meeting. As chairperson of the commission I don’t believe that any single person on the
commission should take it upon themselves to be a representative of the entire commission.

Below is a note from Anne that I have included in the minutes. I don’t remember every word spoken
during our meetings, so I have included these notes from Anne for your review:

Anne replied that she thought Ron was mistaken in his facts. By email, Ron sent the Commission
members a copy of a letter addressed to City Council written by the foundation board. In it the
foundation referred to its bylaws as to what the foundation could do or not do with donations it
received. Ron did not indicate in his email to commissioners that the letter was a draft and had in fact
not been sent to the city or to city council. Anne therefore assumed the letter was in the public domain.
Since the letter contained some misperceptions about the bylaws, she wrote a letter to the Museum
Foundation board members quoting specific part of the foundation’s bylaws and giving some
background to the history of writing the bylaws. She stressed that she did not send the letter to
members of the commission because that would have been a violation of the Brown Act. She sent it via
email directly to the board members and copied Kim as executive director. Ron and Tad are on both the
commission and foundation, which is why Ron got a copy of her letter. Anne stressed that she did not
indicate in her letter that she was representing the commission; so that was an assumption on Ron’s
part. She was representing herself as one of the people who set up the foundation, incorporated it,
wrote the bylaws, and wrote the successful IRS 501©(3) application. Therefore, with that history, she
thought it was important that she apprised the foundation board of various parts of the bylaws and their
intent.

Ron then questioned again how Melissa, the mayor and Joe Oliveira had copies of Anne’s letter. Anne
said she did not send the note to either Joe or Amanda. Melissa said that when Ron distributed the
Foundation’s note to the commissioner it should have been sent to the city and Ron agreed that in the
future when information is distributed to the commission it should be sent to the city.

**Education Committee:** Bob Hillis said he had nothing to report.

**Collections Committee:** Bob Petithomme said he had nothing to report.

**Museum Foundation Update Karen Strand Foundation President:** Karen said the projects that are
going on now are the 4 remaining signs for the carriage house, the tree signs, the back stairs/exit, and the
pergola.

**New Business**

**None**

**Commissioner Reports**

Tad Folendorf, Bob Hillis and Bob Petithomme said they had nothing to report.

Anne said she had talked to Marilyn to ask her if she would talk to Jana Bidwell about joining the
commission. Anne said that Jana is currently working with the Friends of the Library.
Brian said that he has been helping at the museum and randomly helping Jim Miller with tours.
Ron said he attended a meeting to discuss the future of the museum and working on this meeting.
Adjournment: A motion to adjourn was made by Anne seconded by Bob H. All voted in favor of adjournment. The meeting was adjourned at 9:37AM.

Next Meeting August 16, 2018 at 8:30AM in Museum Conference Room