

**Besser Museum for Northeast Michigan  
Board of Trustees Meeting Minutes  
Tuesday, May 15, 2018 @ 4:30 p.m.**

**Present:** Mike Ableidinger, Claudia Chapman, Clarence Cross, Ann Diamond, Jim Johnson, Steve Lappan, Michelle Miller, Gregg Resnick, Judy Suszek and Janet Young also Executive Director Christine Witulski

**Absent:** Anne Belanger, John Caplis, Jim Conboy, Don MacMaster and Kristen Sharpe

**Meeting Called to Order at 4:33 p.m. and quorum noted**

**Minutes:** Janet Young moved to accept the April Minutes, supported by Claudia Chapman. All Ayes. Motion carried.

**Treasurer's Report:**

Treasurer Suszek gave an overview of the Treasurer's Report and answered the few questions posed. Steve Lappan moved to accept the Treasurer's Report, supported by Gregg Resnick. All Ayes. Motion carried.

**Director's Report:**

- Executive Director Christine Witulski submitted her report in writing, which is filed with the Minutes. ED Witulski highlighted the following from the report:
  - a. **Education Outreach Coordinator**--ED Witulski is in the process of following up with and doing background check on candidates.
  - b. **Collections Manager**--ED Witulski has hired Maggie Malone for the position of Collections Manager. She is from the area and excited to be back--she has 13 years of museum experience and worked three years with the Past Perfect software company. She has also been a collections manager in the past.
  - c. **Planetarium Director**--Tad's last day is today. ED Witulski's choice for his replacement has decided to stay where he is. The position will be posted and in the meantime, John Heath will run the programs Tad created.
  - d. **Mindful Movement at the Museum: Yoga Class**--will run May 22 through July 31. Participants will pay \$10 each and the instructor Paige Edwards Trisko will charge \$40. The Museum has purchased 30 mats for the class.

**Standing Committee Reports:**

**Governance:** nothing to report

**Collections:** nothing to report

**Ad Hoc Committee Reports:**

**Katherine V:** Tuffy Cross reported that the Kav V opened for the season today.

**Chinook:** Jim Johnson gave an overview of the proposed updated exhibit (**correction--as proposed by Good Design**) Gregg Resnick made a motion to support the project, Steve Lappan supported. All Ayes. Motion carried. A new/updated grant application needs to be submitted with a December deadline.

**Planetarium:** The purchase of the Sky Skan Dark Matter software has been put on hold until a new Planetarium Director is hired.

**Fine Art:** nothing to report

**Native American Exhibit:** ED Witulski reported that work is ongoing. There are two renderings and the committee will need to decide which to go with.

**Special Report--Board Basic Training:** Claudia Chapman, Gregg Resnick and Janet Young recently attended a workshop sponsored by the Community Foundation for Northeast Michigan on Board Basic Training. They reported that the workshop was beneficial. They also felt that perhaps the Museum needs an orientation for new Board Members. (the Board was in agreement). The three will work on an orientation packet and protocol for future Board Members.

**Old Business:**

- **Elevator Repairs:** Repairs are complete, and the insurance company covered all but \$1,000.
- **Cranbrook Animal Collection:** Jon Benson will display the collection on a long-term basis for the Museum. He is currently working on the construction of display cases to house the collection.

**New Business:**

- **Spratt Church Repairs:** Bliss Painting submitted a bid to repair the wallpaper and restore the windows in the amount of \$5,968.44. Claudia Chapman made a motion to accept the bid, supported by Tuffy Cross. All Ayes. Motion carried. This does not completely bring the church up to acceptable condition; ED Witulski will approach the congregation of Spratt Church to see if they will support the cost of additional repairs.
- **New Riding Lawn Mower:** ED Witulski reported that the Museum is in great need of replacing the lawn mower. Jim Johnson made a motion to purchase a new riding lawn mower for up to \$6,000, supported by Gregg Resnick. All Ayes. Motion carried.
- **Architectural Designs to Renovate Museum:** ED Witulski reported that Susan Edwards from R.S. Scott Associates spent approximately four hours at the Museum on May 9. She will submit an estimate for the cost of preparing the architectural drawings to renovate the Museum for better collections storage areas. Besser Foundation has donated \$30,000 for professional designs of the building. The drawings will include a fair bid price for contractors to complete the work and will be designed in phases for future upgrades.

**Adjourn:** The meeting was adjourned at 5:40 p.m.

**Next Board Meeting will be the Annual Meeting Tuesday, June 19, 2018, at 4:30 p.m.**

**Submitted by Michelle Miller, Secretary**