

**Besser Museum for Northeast Michigan
Board of Trustees Meeting AGENDA
Tuesday, February 20, 2018
4:30 p.m.**

1) Call To Order

2) Review Board Meeting Minutes from January meeting (*action item*)

3) Reports to the Board

a) **TREASURER'S REPORT:** Jim Kraenzlein will present the audit report

b) **DIRECTOR'S REPORT**

- a. Full written report submitted to Board
- b. The Collections Manager from CMU visited 2/16/18
- c. Museum Consultant, Phil Deloria will visit 2/21/18
- d. Staffing open position: Education/Collections/Guest Services

c) **AD HOC COMMITTEES:**

- **GREAT LAKES FISHERIES HERITAGE EXHIBIT:** Jim Johnson
Good Design Group conceptual drawings
- **FINE ART:** Winter Blues Exhibit, Lebadang Fine Art Exhibit.
- **NATIVE AMERICAN EXHIBIT:** Anne Belanger
Good Design Group conceptual drawings

4) Old Business:

- a. Besser Museum Employee Handbook
- b. Proposal to purchase Past Perfect Version 5 collection software program.
- c. Proposal to purchase HOBO data loggers for temperature and humidity.
- d. Collections Manager search
- e. Proposal to have AirNEnergy audit our HVAC system.

5) New Business:

- a. Elevator Repairs
- b. Reordering copies of The Town That Wouldn't Die.

6) Adjourn:

Next Meeting: Tuesday, March 20, 2018 at 4:30 p.m.