

## Minutes of a Regular Meeting of the Capitola Historical Museum Board of Trustees on June 3, 2021

### 1. CALL TO ORDER AND ROLL CALL

President Kisling called the Regular Meeting of the Capitola Historical Museum Board of Trustees to order at 5:34 p.m. on Thursday, June 3, 2021, Online via Zoom.

PRESENT: Board Members Pamela Greeninger, Brian Legakis, Emmy Mitchell-Lynn, David Peyton, Gordon van Zuiden, Dean Walker, and President Niels Kisling  
ABSENT: Youth Representative Joshua Henshaw  
STAFF: Museum Curator Frank Perry  
GUESTS: None

### 2. ORAL COMMUNICATIONS

Board Member Legakis informed the board he was Zooming from Warner Mountains of Modoc County.

### 3. APPROVAL OF MINUTES

#### A. Consider Minutes of May 6, 2021

President Kisling asked if everyone had a chance to review the draft Minutes. Curator Perry was commended for preparing the minutes in Board Member Greeninger's absence.

ACTION: Board Member Mitchell-Lynn moved, seconded by Board Member Legakis, to approve the Minutes of May 6, 2021, as submitted. The motion carried with Board Members Greeninger and van Zuiden abstaining.

### 4. REPORTS OF OFFICERS AND CURATOR

#### A. Treasurer's Report (August, October, January and April) ~ None

#### B. President's Report

President Kisling said he and Board Member Peyton hosted a barbecue at his home on Memorial Day. It was a nice gathering and he enjoyed seeing museum volunteers and board members in person!

#### C. Curator's Report

Curator Perry summarized the written Curator's Report that was sent to the board via email as follows:

1) He and Kathleen have returned to working on the curation of the framed art collection. The four new racks have been assembled and partly loaded, and one of the old racks has been demolished. This project should be completed by the end of June.

2) Curator Perry said he led a walking tour of the village for board members and volunteers on two separate Saturdays. This tour focused on the redesigning of Capitola in 1919-1920 by architect George McCrea. We had about 9-10 people on each tour. He is working on a video version to preserve the tour. Board Members Mitchell-Lynn and Legakis took photos of the walk and Mitchell-Lynn read quotes by Helen Benbow for the video.

Board Member van Zuiden said he would be scanning the rest of Helen Benbow's letters. Curator Perry said he would be interested to know if there are any comments about the "Testing Block" filming in Capitola.

3) Curator Perry informed the board that he had 20 of the Postal cachets commemorating the Rispin Mansion Centennial postmarked on June 1 by the Capitola Post Office. He asked if the board had any ideas for a suggested donation. He was thinking about \$3. President Kisling felt they would be worth more like \$20 since there are so few of them. Curator Perry said we would keep a few for the Museum's collection. He said this is not going to be a big money-maker, but is something he wanted to do since he has never done this before. Who knows? Maybe we will start a trend and such souvenirs (very popular in the 1930s) will become popular again.

4) He informed the board that he would be meeting with Melissa Hartman from the Santa Cruz Sentinel tomorrow for an interview about the museum reopening among other things.

4. C. Curators Report (Continued)

5) As a heads up for the July meeting, Curator Perry said the board would need to consider the selection of officers. If the board wishes to make any changes to its President, Vice President, Secretary, or Treasurer, these should be made at the July meeting. He said the board might want to start thinking about any changes they might like to make. President Kisling asked if the board had to consider this at the next meeting or if it could wait, since it would be the new curator's first meeting. Curator Perry said he believes it could wait.

6) He informed the board that he had printed more copies of the "Digging into Capitola History" brochure because all the copies had been taken.

7) Curator Perry said the postcards made last year for the current exhibit say "2020" on them. He wonders if we should leave some out for people to take as souvenirs or if we should recycle them? The board said we should keep them around and have them available for visitors to the museum.

8) He met with the head of the new Capitola Branch Library and measured the display space. He will be setting up a display before June 12 when the library opens to the public. The large wall space is more complicated. We cannot fasten anything to the wall, so a hanging system will have to be devised. The librarian is investigating what can be done. Curator Perry provided the dimensions of the case to the board members. He expects the exhibit could change every 2-3 months. He had wanted to have something about past libraries, but we don't have any old photos, etc. to use; therefore, he decided to do a display of colored postcards, circa 1910.

9) Curator Perry said he was contacted by a videographer who who is doing local history videos for a real estate company. Strock Real Estate in Aptos made a generous donation to the Museum in exchange for the use of some of the Museum's historical photographs. He explained how the photos would be used in the video. President Kisling mentioned that Ben Strock built the new house 2 doors down from his home next to Shadowbrook.

10) He informed the board that he looked at the budget and determined there is some funding available for a final video for the Capitola Memories Project. Curator Perry said he will be doing the last video before retiring. Board Member Mitchell-Lynn will interview him as the retiring curator about tips for doing exhibits in small museums. Kathy D'Angelo will do the recording and preliminary editing.

11) Curator Perry said he has participated in a group of local museums and he learned recently that they have obtained a grant to be distributed among participating museums. The Capitola Museum received \$150 for promotion of the museum. He commented on a list of what he has done to promote the reopening of the museum as well as Facebook posts. He noted that an aerial photo of Bay Avenue and Highway 1 in 1955 reached 11,675 people. He plans to give the list to the new curator. Board Member Legakis suggested "Then and Now" photos. Board Member van Zuiden said he has a 1941 aerial photograph of Capitola. It was noted that aerial photos interest people and would be a good thing to use.

D. Report on Volunteers

Board Member Peyton said we got through the month of May; however, at this point we are challenged with filling the weekends. He expressed concern that we need to get more of the volunteers on board to take a shift at the museum, and we may need to call on a number of people.

President Kisling reported on George Wightman's shift last Friday, May 29, wherein he greeted 26 people to the museum. Just before closing, a woman came in and wanted to make a donation. He said she could put the money in the donation box, but she wanted to write a check. He reported that a \$200 donation was made. The mystery was who made a donation. Curator Perry said the last name on the check was Sanders and the city where she lives, as printed on the check, was Modesto.

President Kisling went on to say we are having trouble filling the weekend shifts and we don't want to burn Board Member Peyton out. Board Member Walker wondered if we should recruit some new volunteers. President Kisling said we would then need to train the new volunteers. Board Member Peyton suggested going through our volunteer list again to see who will be continuing to volunteer. Curator Perry said the new curator will probably want to gain experience at the desk and could possibly fill in some of the slots. In addition, he has the names of some new people who have given him their contact information who expressed interest in volunteering.

## 4. D. Report on Volunteers (Continued)

Board Member Legakis said we could include an article in the next newsletter on this. He also commented on possible concerns of volunteers about people visiting who may not be vaccinated.

## 5. BUSINESS

## A. Status of Reopening

President Kisling said this was somewhat discussed under the Report of Volunteers. Curator Perry said we had 673 people visit the museum in May. President Kisling asked if our guidelines need to be updated based on the change of tier status for our county, particularly with respect to the number of people allowed in the museum? Curator Perry will check on this.

## B. Update on Hiring New Curator

Curator Perry reported that last Thursday, May 27, four applicants were interviewed for the Curator's position via Zoom. He, Board Member Peyton and Nikki Bryant from the Recreation Department conducted the interviews. He said one candidate stood out and was offered the job. According to Larry Laurent this afternoon, nothing is in writing at this time so it was recommended he not report the person's name at tonight's meeting. Board Member Peyton said she was a unanimous choice of the 3 interviewees.

Curator Perry said Larry Laurent would like the new person to start on June 14. That would give him over 2 weeks to train her.

Board Member van Zuiden would be interested in her vision and to get her perspective regarding the museum. There was board discussion about meeting with her and the possibility of her providing that information to the board at the next meeting.

Board Member Legakis said he would like to have a retirement gathering of the board for Curator Perry. The board agreed.

## C. Vote on Recommendation of Board Member for Reappointment by City Council

President Kisling said all three board members whose terms expire have requested to continue to serve.

Curator Perry said the best way to vote on this would be to make separate nominations so that only the nominee would abstain.

ACTION: The following actions were taken:

1) President Kisling moved, seconded by Board Member van Zuiden, to recommend reappointment of Board Member Legakis for another 3-year term on the board. The motion carried with Board Member Legakis abstaining.

2) Board Member Mitchell-Lynn moved, seconded by Board Member van Zuiden, to recommend reappointment of Board Member Greeninger for another 3-year term on the board. The motion carried with Board Member Greeninger abstaining.

3) Board Member Walker moved, seconded by Board Member Mitchell-Lynn, to recommend reappointment of Board Member Peyton for another 3-year term on the board. The motion carried with Board Member Peyton abstaining.

President Kisling announced that reappointment of all three current board members was approved the board and that action should be forwarded to the City Council via the City Clerk.

## D. Summer Newsletter

President Kisling said it may be difficult to put together a newsletter this summer, particularly during the curator transition. Curator Perry suggested he could write an article about his retirement after 8 years as curator, and the new curator could write an article about her background and vision for the museum.

Another article could be about reopening of the Museum. It could include information about how things are going and then, pursuant to Board Member Legakis's suggestion, include a comment that we could use more volunteers.

5. D. Summer Newsletter (Continued)

President Kisling said we could also rerun a Volunteer Spotlight.

Board Member van Zuiden said the Questions and Answers from Board Member Mitchell-Lynn's interview with Curator Perry for the Capitola Memories Project would be great to have in the newsletter as well.

Board Member Mitchell-Lynn asked if there is any information about Capitola just after the Spanish flu pandemic 100 years ago? It would be interesting to know since we are beginning to reopen after the COVID-19 pandemic. She would like to research this and possibly put something together for the newsletter.

President Kisling said we should have another discussion about the newsletter at the next meeting and recommended this item be placed on the next Agenda.

6. INFORMATION ITEMS

Board Member Legakis asked if the July meeting will be Zoom or in person? Curator Perry said he will ask Larry Laurent when he meets with him next Tuesday. The problem is that meetings are open to the public.

Board Member van Zuiden said he would like to be a part of a recognition party for Curator Perry and would like to volunteer his home for the party.

Board Member Legakis commented on the Museum building, which could use an upgrade. He believes the window blinds facing the front of the museum need to be replaced, as they may be beyond cleaning.

Board Member Walker commented on the location of the donation box at the front of the museum, and wonders if it could be moved to the back now that visitors go out the back door. Curator Perry said he thought about that, but we are getting donations, so he is not sure it is necessary.

7. ADJOURNMENT

On a motion of Board Member Legakis, seconded by Board Member van Zuiden, the Capitola Historical Museum Board of Trustees unanimously adjourned at 6:37 p.m. to its next regular meeting to be held on **Thursday**, July 1, 2021, at 5:30 p.m., Online via Zoom.

Respectfully submitted by Pamela Greeninger, Secretary

APPROVED BY THE BOARD AT ITS MEETING ON 7/1/21