

Minutes of a Regular Meeting of the Capitola Historical Museum Board of Trustees on July 1, 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 5:37 p.m. on Thursday, July 1, 2021, Online via Zoom.

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

2. ORAL COMMUNICATIONS

A. Welcome new Museum Curator and Board Member Introductions
President Kisling asked if there were any oral communications not on the agenda. Seeing none, he introduced himself to the new Museum Curator, and then each board member introduced themselves and welcomed Curator Osterberg.

Curator Osterberg then provided the board with information about growing up in Capitola from the age of four, attending college at Chico State, and the numerous internships and work experiences she has had over the years. She also mentioned that she wrote a book about Henry Cowell State Park last year after having volunteered at the park for several years. Curator Osterberg said she lives in Bonny Doon with her four cats.

President Kisling said he recently interviewed our new curator and wrote an article for the Summer Newsletter. He was very impressed with her experience and believes she will be a great asset to the Capitola Museum.

3. APPROVAL OF MINUTES

A. Consider Minutes of June 3, 2021
President Kisling asked if everyone had a chance to review the revised draft Minutes and asked if there were any corrections. Seeing none, the following action was taken:
ACTION: Board Member Walker moved, seconded by Board Member Legakis, to approve the Minutes of June 3, 2021, as submitted. The motion carried unanimously.

4. REPORTS OF OFFICERS AND CURATOR

A. Treasurer's Report (August, October, January and April)
Treasurer Legakis reviewed the Treasurer's Report which was sent via email to the board. The Quarterly Treasurer's Report for July is a Fiscal Year to Date report covering July 1, 2020 to the end of June 2021. He said the total expenses were less than last year because the operational budget was lower. The revenues from the "donation box" were less due to the museum being closed as a result of the pandemic and "fundraising" (which includes donations from the newsletter and other donations) were also down about -27%. Treasurer Legakis said the good news is that with the reopening of the museum the donation box and newsletter revenues are returning to normal. Treasurer Legakis called the board's attention to new information on the report. For the first time he has included the "Museum Donation Account" and the "Begonia Festival Donations Account." He explained that when the Begonia Festival ceased to exist, the festival committee donated a great deal of memorabilia from the event's 60 years to be kept by the museum. The festival committee also provided \$10,000 in funds to curate all the donated items. We have about \$5,000 left in that account.

Curator Osterberg commented on the two documents that were sent, stating that she could only open one of the documents. Treasurer Legakis said one was a pdf and the other was a Numbers document from his Mac. President Kisling clarified both documents were the same.

Board Member Mitchell-Lynn commented that she had not heard about the Begonia Festival account and asked what the other \$5,000 from the Begonia Festival account was spent on? She was informed that the work performed by Madeline Horn archiving and registering the works that were submitted by the Begonia Festival was paid for from that fund. In addition, Kathleen Aston finished up more of the curating. Curator Osterberg said there is still more to be archived and we can use those funds for time spent on that project.

4. Report of Officers and Curator (Continued)

B. President's Report

President Kisling said last Friday he had the pleasure of interviewing our new curator, Deborah Osterberg, for the newsletter. On Saturday and Sunday he got to interact with volunteers who were working at the museum. He was sorry to have missed the Retirement Party for Frank Perry at City Hall. Today he had the pleasure of talking with Wayne Hansen who owned the Bandstand restaurant on the Esplanade. He said Wayne is 90 years old and has a wealth of information about Capitola. President Kisling was hoping to be able to include his interview in the next newsletter; however, he doesn't think it will be ready. He will definitely have it ready for our next newsletter. Curator Osterberg wondered if Wayne would be a good candidate for the Capitola Memories project? President Kisling said it might be difficult due to his age and inability for him to go out of his home.

C. Curator's Report

Curator Osterberg summarized the written Curator's Report that she and Frank Perry worked on together, which was sent to the board via email as follows:

- 1) The new curator and retiring curator spent the past two and a half weeks working together so that the new curator could become familiar with the museum's collections, resources, policies, and procedures.
- 2) Curator Osterberg said Kathleen completed the inventory and curation of the framed art. Curator Osterberg indicated that she is considering using selections from the Museum's permanent art collection as the basis for next year's exhibition. The title might be something like "Capitola Through the Artist's Eye." The museum has works from the late 1800s to the present.
- 3) Reporter Melissa Hartman from the Sentinel wrote her article on the museum, which appeared June 7 on page 2 of the Santa Cruz Sentinel.
- 4) An early 1900s photo album was loaned to the Museum for scanning. It includes photos of Capitola from between about 1910 and 1920. Board member van Zuiden has written an article about one of the photos for the next newsletter.
- 5) A large collection of Capitola Theater memorabilia was donated and accessioned, including posters, advertising, 1950s correspondence with movie companies, promotional materials for movies, movie stills, etc. Curator Osterberg said she will be accessioning and curating the materials. She shared some of the posters.
- 6) The Museum also received and accessioned a donation of a piece of one of the lanes from the Capitola Bowl. It is in our storage now.
- 7) Former Curator Frank Perry installed a display of images from circa 1910 postcards in the Museum's display case in the new Capitola Library.
- 8) In addition, she said Curator Perry put a video about the recent walking tour on our YouTube channel. Thanks to Board Members Emmy Mitchell-Lynn and Brian Legakis for taking some of the pictures. Board Member Mitchell-Lynn also interviewed retiring Curator Perry for the Capitola Memories project. It will soon be on our YouTube channel.

President Kisling commented on the walking tour video and said it was really good.

D. Report on Volunteers

Board Member Peyton said he was hopeful our volunteers would be signing up now that things are opening up. He said we have 45 volunteers on Volgistics, but there are a number of people who are no longer able to volunteer and some are couples who are separate on Volgistics, but they work together and could be listed as one. For those volunteers who haven't come back, he is not sure what the strategy would be to get them back. Board Member Peyton also said we have a few new people who are interested in volunteering and will be trained. Currently we are relying on about 8-10 people to fill the slots.

Curator Osterberg informed the board that she would be working in the museum all day Monday and Wednesday and half day on Friday. She also could fill in if necessary.

4. D. Report on Volunteers (Continued)

Board Member Legakis understands the board's frustrations in getting volunteers back, but it has been a long time since they have worked due to the COVID pandemic. He said people may have moved on to other things and are no longer interested in volunteering at the museum. He recommended an article in the newsletter seeking volunteers, and perhaps a social gathering where volunteers bring a friend who might be interested.

President Kisling said perhaps Curator Osterberg could host an open house at the museum where volunteers can meet and greet the new curator, and the board members could be on hand as well.

Curator Osterberg asked if there would be something in the newsletter asking volunteers to come back? Board Member Mitchell-Lynn said she would be happy to write a letter to volunteers to include in the newsletter. She also asked if the museum had ever used a local community volunteer office. President Kisling said something to the effect that they had not done that and weren't sure if it was necessary yet.

5. BUSINESS

A. Reappointment of 3 Board Members (Pamela Greeninger, Brian Legakis and David Peyton) approved by the City Council on June 10, 2021.

Secretary Greeninger stated she contacted City Clerk Chloe Woodmansee to determine whether the board needed to take any action on the Council's reappointments. She was informed that the board could just accept the Council's appointments.

ACTION: Board Member Mitchell-Lynn moved, seconded by Board Member Walker, to accept the reappointment of Board Members Greeninger, Legakis and Peyton for additional 3-year terms expiring on June 13, 2024. The motion carried unanimously.

B. Summer Newsletter

President Kisling commented on the items he is working on for the newsletter. Board Member Mitchell-Lynn will be submitting a letter to volunteers for inclusion in the newsletter as mentioned earlier. President Kisling hopes to wrap it up this weekend and will be sending a draft to the board for review. He would like to gear for printing on Wednesday and asked if Curator Osterberg could help with printing the newsletter. She said the copier was not operating because it was out of black toner. She will check on Tuesday to see if the copier will be available. There was discussion regarding when we would meet to fold and stuff the newsletters for mailing. President Kisling is hoping for next Thursday and will let the board know.

6. INFORMATION ITEMS

Board Member Mitchell-Lynn discussed the Retirement Party for Frank Perry. She wondered if we could have the meeting on Zoom at Board Member van Zuiden's home since the party will be there after our next meeting on August 5. Board Member Peyton wondered who has been invited to this party and asked if Linda Smith or Stephanie Harlan were invited.

7. ADJOURNMENT

On a motion of Board Member Mitchell-Lynn, seconded by Board Member Walker, the Capitola Historical Museum Board of Trustees unanimously adjourned at 6:43 p.m. to its next regular meeting to be held on **Thursday**, August 5, 2021, at 5:30 p.m., Online via Zoom.

Respectfully submitted by Pamela Greeninger, Secretary

APPROVED BY THE BOARD AT ITS MEETING ON 8/5/2021