

Minutes of a Regular Meeting of the Capitola Historical Museum Board of Trustees on June 5, 2018

1. CALL TO ORDER AND ROLL CALL

President Kisling called the Regular Meeting of the Capitola Historical Museum Board of Trustees to order at 5:35 p.m. on Tuesday, June 5, 2018, in the Community Room.

PRESENT: Trustees Kathleen Church, Pamela Greeninger, Georgette Neal, David Peyton, Gordon van Zuiden, and President Niels Kisling

ABSENT: None

MUSEUM CURATOR: Frank Perry

2. ORAL COMMUNICATIONS

President Kisling asked Curator Perry if the City Council had accepted the Begonia Festival's donation to the Capitola Museum? He informed the board that the Council did take action to accept it.

3. APPROVAL OF MINUTES

A. Consider Minutes of May 1, 2018

President Kisling asked if there were any comments or corrections to the draft minutes. Trustee Neal pointed out a few corrections: the word "things" under Item 3.A. should be "thinks," and there should be a comma after the word photographs in the third paragraph under Item 5.A. After board discussion, the following action was taken:

ACTION: Trustee Church moved, seconded by Trustee Peyton, to approve the Minutes of May 1, 2018, as corrected. The motion carried unanimously.

4. REPORTS OF OFFICERS AND CURATOR

A. Quarterly Treasurer's Report (Presented in August/October/January/April) - None

B. President's Report - None

C. Curator's Report

Curator Perry reported on the following items:

1) He commented on the YouTube Channel videos and creating custom thumbnails for each of the memory project videos. Doing this makes it easier to find the video and information about the person being interviewed.

2) He reported that the Museum received a royalty check in the amount of \$240 from Arcadia books for the purchase of the Capitola books, which are sold in the Museum. This income is in addition to the nominal profit the Museum receives from the sale of the books.

3) Curator Perry also reported that the Museum received a check in the amount of \$303 from The Auction House for items they sold on the Museum's behalf. That amount represents the total sale less the 25% commission they retained.

4) He announced that Madeline is off for the month of June on a trip to Viet Nam. She will return in July to continue working on the Museum collections.

5) He gathered some of the Museum's VHS video tapes and took them to someone who will be digitizing them. Some of the tapes are videos of important people from Capitola such as Audrey Jacobs, Brad Macdonald, and others.

5. BUSINESS

A. Interview Candidate Rebecca Hobson for Position on the Board

At 6:00 p.m. President Kisling welcomed Rebecca Hobson to the meeting and the board members introduced themselves. Using the June 7, 2016, Interview Questions for Capitola Museum Board Applicants, the board conducted an interview with applicant Rebecca Hobson.

Rebecca informed the board that she has lived in the Capitola area for about 10 years and is now working at Margaritaville. There was some discussion regarding the city's Volunteer Dinner that was recently held at Margaritaville and Rebecca's responsibilities at the event. She discussed her previous employment where she worked in marketing and communications, including Intel Corp. Rebecca likes living in small community and has volunteered on the Begonia Festival Committee, the Adhoc Library Committee, the Mid County Senior Center, and recently as a Registered Care Giver. She expressed her strong affinity for history and the future of the Museum.

After answering questions of board members, President Kisling asked if Rebecca had any questions for the board?

Rebecca asked, "What is the most important thing the board will be working on and see accomplished this year?" President Kisling discussed the collection received from the Capitola Begonia Festival Committee and work to curate the materials. Board members also discussed their interest in heightening awareness of what the Museum does within the community by involvement at the Art & Wine Festival, supporting the Santa Cruz History Fair, etc.

Rebecca asked if the board had a Vision Statement? Trustee vanZuiden said this was discussed in the past, but one has not been adopted. She also asked whether the Museum has walking tours and commented on other cities that do. Curator Perry advised he takes groups for walking tours upon request. Trustee Church also mentioned that Curator Perry spends time with people who live in or who are interested in information about a historical house or property.

President Kisling thanked Ms. Hobson and informed her that the board would be discussing the appointment later in the meeting and would be in touch with her.

B. Discussion of Volunteers

Trustee Neal provided an update on the new volunteers and said there are 7 remaining applicants yet to be trained. There was also a discussion regarding some issues that have occurred with volunteers relating to closing the museum.

C. Newsletter and Date for Book-signing: *Capitola History Coloring Book* by Frank Hill

President Kisling discussed 8 items he has identified for inclusion in the next newsletter which will go out the end of June. He said articles should be turned in to him by June 20. Those items are:

- Trustee Church's departure from the board (Niels)
- A section on "Mark your Calendar" for various community events, including the Wharf to Wharf Race, Capitola Beach Festival, etc. (Niels)
- Front Page article regarding the Begonia Festival Donation to the Museum (Frank)
- Volunteer Spotlight article with Skip and Kim Natuk (Georgette)
- New Volunteers article (Georgette)
- Volunteer Appreciation Dinner (Niels)
- Capitola Rod and Custom Car Show (Niels)
- Capitola Coloring Book and Book Signing (Frank) - There was discussion that the book signing should be held on a Saturday morning in July, possibly July 7 or 14. Curator Perry will contact Frank Hill to see which day works best for him.

5. BUSINESS (Continued)

D. Board Recruitment

Trustee Greeninger discussed the various vacancies on the board and was interested in knowing which vacancy we are considering to fill at this time; i.e., the unexpired term left by Stephanie Tetter ending in June of 2019, or the new vacancy left by Kathleen Church which will expire in June of 2021. There was discussion and a consensus of the board to discuss this under Item 5.G.

Curator Perry informed the board that he has spoken with two gentlemen who may be interested in serving on the board. He said the board recruitment has closed for now and a new recruitment will commence once the other appointments/reappointments have been made.

E. Ravnos Book

Trustee van Zuiden said he has nothing to report at this time and suggested that this item be taken off the agenda until next year.

F. Vote on Reappointment of David Peyton and Pamela Greeninger

President Kisling informed the board the terms for Trustees Church, Greeninger and Peyton expire on June 13, 2018. Trustee Church has decided not to continue to serve, and both Trustee Peyton and Greeninger have requested reappointment.

ACTION: Trustee vanZuiden moved, seconded by Trustee Church, to reappoint David Peyton and Pamela Greeninger for another 3-year term ending the second Thursday in June, 2021. The motion carried unanimously.

G. Vote on Candidate Rebecca Hobson

Curator Perry informed the board that he spent time with applicant Hobson last week. He learned about her participation in the Begonia Festival Committee and contacted Laurie Hill to find out about her work on that committee. Laurie informed him that she was a good worker.

After Trustee discussion, the following action was taken:

ACTION: Trustee Kisling moved, seconded by Trustee Church, to appoint Rebecca Hobson to fill the unexpired term ending the second Thursday in June, 2019 (vacancy of Stephanie Tetter). The motion carried unanimously.

6. INFORMATION ITEMS

Trustee Greeninger submitted a Capitola Brochure from 1926 that was given to her by a woman she knows from In Shape Fitness Center. Curator Perry asked that she obtain her friend's contact information and provide it to him.

The board thanked Kathleen Church for all her contributions to the Museum Board for the past three years and wished her well.

7. ADJOURNMENT

On a motion of Trustee Peyton, seconded by Trustee Church, the Capitola Historical Museum Board of Trustees unanimously adjourned at 7:25 p.m. to its next regular meeting to be held on Tuesday, July 10, 2018, at 5:30 p.m., in the Community Room, 420 Capitola Avenue, Capitola, CA.

Respectfully submitted by Pamela Greeninger, Secretary

APPROVED BY THE BOARD AT ITS MEETING ON 7/10/18