

Minutes of a Regular Meeting of the Capitola Historical Museum Board of Trustees on May 5, 2022 *DRAFT*

1. CALL TO ORDER AND ROLL CALL

President Kisling called the Regular Meeting of the Capitola Historical Museum Board of Trustees to order at 5:33 p.m. on Thursday, May 5, 2022, in the Capitola City Hall Community Room, 420 Capitola Avenue, Capitola, CA and Online via Zoom.

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

2. ORAL COMMUNICATIONS

Board Member Legakis commented on Measure D pertaining to the rail trail and asked if anyone knew if the Trestle was owned by the RTC (Regional Transportation Commission) or the City. President Kisling understands that it is owned by the RTC. There was limited discussion regarding this matter.

President Kisling said that he and Board Member Peyton are hosting a Memorial Day Barbecue at his home on Monday, May 30. He said this would be an opportunity for board members and volunteers to gather socially. He will be sending out more information before the event.

3. APPROVAL OF MINUTES

A. Consider Minutes of April 7, 2022

President Kisling asked if everyone had a chance to review the draft Minutes and asked if there were any corrections. Seeing none, the following action was taken:

ACTION: Board Member Peyton moved, seconded by Board Member Legakis, to approve the Minutes of April 7, 2022, as submitted. The motion carried unanimously.

4. REPORTS OF OFFICERS AND CURATOR

A. President's Report

President Kisling reported that he did a shift training a new volunteer, Debra Heavens, and also covered a vacant shift at the Museum. He also said that he and Curator Osterberg had a meeting a local collector they met at the Grand Opening who would like to donate a collection to the Museum. Board Member van Zuiden asked about the collection and whether there was anything new. President Kisling said the collection is mostly about Santa Cruz and San Lorenzo Valley. Board Member Mitchell-Lynn asked why he wants us to have the collection? He is not sure, but he does seem adamant about donating it to Capitola rather than the MAH.

B. Curator's Report

Curator Osterberg summarized the written report sent to the board via email as follows:

- She met with Kathleen Aston of the Museum of Natural History on selecting items for their upcoming exhibition.
- Returned flute from the 2020 exhibit to Madelaine Horn.
- Arranged for a \$500 payment to Ann Thiermann for her research on the painting project.
- Signed up online for a Past Perfect Web Edition Workshop on May 19
- Met with a local collector, who is interested in donating his collection to a single Museum. She responded to questions of board members pertaining to the types of things he has, including quite a few City directories. So far he has donated a 1904 YWCA Conference Program. Board Member van Zuiden asked if we have a way to appraise donations. She briefly mentioned that we need to create a Scope of Collections Statement (SCS) for the museum. This document would outline what type of items we accept into the collection and why. She plans to prepare a SCS this year based upon the National Park Service standard.

4. B. Curator's Report (Continued)

- As a result of a *Santa Cruz Sentinel* "Focal Point" image she was contacted by Jeff Canepa who has additional photographs to share with the museum.
- Attended a social gathering of museum curators at the Santa Cruz Museum of Art & History on April 27
- She researched the potential purchase of a Smart TV to replace current TV in the museum and plans to go to Best Buy to purchase one.
- She commented on the History Fair to be held at the MAH. (*See Item 5.B. for comments*)
- She informed the board that she purchased a yellow Campo Del Mar Ikebana vase with candleholder from Ebay, saying she offered \$20 below the asking bid and won. She plans to use it in the "Ladies of Campo Del Mar" exhibit case.
- Curator Osterberg said she completed a questionnaire for the *Beach Neighbor Spotlight* publication and will be featured on the cover of the July issue.
- The Soquel High School class visit was cancelled; however, she is working with the teacher to prepare a questionnaire about the exhibition for the students to obtain extra credit.
- She advised that vaccination forms are no longer needed for museum volunteers as of April 30.

C. Report on Volunteers

Board Member Peyton reported that it looks like people are starting to sign up to volunteer in advance so we have been covered and not looking for volunteers at the last minute. He is encouraged about the enthusiasm of visitors and their interest in the new exhibit.

Board Member Legakis commented on the number of people who spend a good amount of time in the Museum reading all the information included in the various exhibits. He said all of Curator Osterberg's hard work has paid off.

Board Member Walker said he enjoys volunteering at the Museum and always learns something new when he does.

5. BUSINESS

A. The Terms of four Board Members conclude on June 9, 2022. Discuss Continuation or Recruitment for Board Members

Secretary Greeninger advised that the terms of Board Members Mitchell-Lynn, Van Zuiden, Walker and President Kisling expire on June 9, 2022. She said that the City Clerk usually requires members wishing to be reappointed to submit an email informing the City of their desire to continue to serve.

President Kisling asked if any of those board members were interested in continuing to serve? Board Members Mitchell-Lynn, van Zuiden and President Kisling said they would like to continue. Board Member Walker said there are a lot of things happening in his life, especially the birth of three grandchildren, and he will step down from the Board when his term ends, but he will continue to volunteer at the Museum.

President Kisling said it looks like we may need a new board member and asked Curator Osterberg if there was anyone she might like to recruit for the vacancy?

Secretary Greeninger said she would email the City Clerk, with copies to the board, advising her of the board members who are interested in reappointment and asking her to let us know what board members must do in order to be considered for reappointment by the City Council.

B. Plan for History Fair Event at the Museum of Art & History (MAH) on Saturday, May 14

Curator Osterberg advised the event will be open to the public from Noon to 4 p.m. and that we will need to provide a table exhibit at the event. There is a choice to be inside or outside and asked the board's preference. The consensus was to be inside. She is seeking volunteer assistance that day from 11:00 a.m. until 5:00 p.m. for set up, manning the table during the event, and for take down. Board Members Peyton, Legakis, and Walker said they could help. President Kisling will be at his son's graduation from college, and Pam will also be out of town with grandkids. Curator Osterberg said she could also use some help on Friday, May 13, getting things from storage and to load her car.

5. Business (Continued)

C. Proposed new Capitola Historical Museum Sign

President Kisling shared a picture of the Museum sign that was previously approved by the board and would like to direct Curator Osterberg to follow up with the City to have it made and installed.

Curator Osterberg informed the board that she would like public works to trim the redwoods that are touching the roof, and also clear up the side of the Museum which is getting overgrown. She was thinking the trimming and cleaning could go along with the installation of the new sign.

ACTION: It was the consensus of the Board directing Curator Osterberg to follow up with the City on the new Museum sign and the outdoor maintenance around the Museum she discussed.

6. INFORMATION ITEMS

Curator Osterberg informed the board that she has ordered a variety of curatorial items. She also hopes to get a special vacuum for cleaning out the exhibit cases.

Board Member Legakis asked when Curator Osterberg started working for the City. She began working in June with Frank Perry prior to his retirement. He suggested that we make plans to get together as a board to socialize and recognize her first year. Secretary Greeninger wished to echo Board Member Legakis's comments about Curator Osterberg. She, too, wished to commend and thank her for all the work she has accomplished this year. It is truly remarkable, especially since it is a part-time job. We are so lucky to have her.

Board Member van Zuiden announced that he will be traveling for a few months and most likely won't be available to attend board meetings.

Secretary Greeninger said the board previously discussed the various community events that will be occurring this year and having the Museum participate in some way. She said the Rod and Custom Car Show is coming up in June and she is having someone work on her 1966 Mustang to get it running. She was thinking she could park it by the Museum like we did for the Museum's 60th Birthday celebration, and we could also have a table outside during the event. Board Member Legakis commented that one of our volunteers, Audrey, loves cars and perhaps she would be interested in helping out.

Curator Osterberg was directed to put this item on the next agenda for discussion.

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 6:28 p.m. to its next regular meeting to be held on Thursday, June 2, 2022, at 5:30 p.m., in the Community Room at Capitola City Hall, 420 Capitola Avenue, Capitola, and simultaneously on Zoom.

Respectfully submitted by Pamela Greeninger, Secretary