

# Minutes of a Regular Meeting of the Capitola Historical Museum Board of Trustees on December 1, 2022

**\*DRAFT\***

## 1. CALL TO ORDER AND ROLL CALL

Board President Niels Kisling called the Regular Meeting of the Capitola Historical Museum Board of Trustees to order at 5:34 p.m. on Thursday, December 1, 2022, in the Capitola City Hall Community Room, 420 Capitola Avenue, Capitola, CA, and Online via Zoom.

**PRESENT:** In Person: President Niels Kisling, Vice President Dave Peyton, Board Members Mary Hay and John Mulry, and Via Zoom: Board Member Gordon van Zuiden.

**ABSENT:** Emmy Mitchell-Lynn (Excused)

**STAFF:** Museum Curator Deborah Osterberg

**PROPOSEDYOUTH REP:** Juliette Thompson

**GUESTS:** Former Youth Representative Joshua Henshaw

## 2. ORAL COMMUNICATIONS

President Kisling noted the passing of long-time museum volunteer Anne Nicol.

## 3. APPROVAL OF MINUTES

### A. Consider Minutes of November 3, 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:** Vice President David Peyton moved, seconded by Mary Hay to approve the Minutes of November 3, 2022, as submitted. The motion carried unanimously.

## 4. REPORTS OF OFFICERS AND CURATOR

A. President's Report – The Board's major goal should be to rally current volunteers to cover the front desk and to recruit new volunteers. The President and Curator visited potential donor Mr. Davis and brought back over two dozen boxes of potential donation items. They agreed to make an itemized list of items for the donor as part of the donation process. The president detailed the gift (a framed Shadowbrook menu) presented to departing Board member Pam Greeninger. The President stated that he was going to work with local artist Frank Hill to have him sign his murals from the Soquel post office.

B. Curator's Report – The Curator presented a printout of her June 2021-December 2022 accomplishments and her 2023 museum goals. The Curator gave an overview of curatorial expenditures and reported that she checked with the City again on when credit card training will commence, but has not heard back yet. For additional information refer to the Curator's Report.

B. Report on Volunteers – Vice President Peyton reported that the Museum had 480 visitors in November. The Curator stated that she plans to provide the Volunteer Center of Santa Cruz County with a copy of the Museum volunteer position description. The Curator also planned to send the volunteer position description to all the area libraries and Senior Centers. At the next board meeting we need to set a date for the in-person volunteer training sesión.

5. BUSINESS

- A. Conducted the swearing in of the new Youth Representative.
- B. Asked for volunteers among the board members for setting up and manning the museum's Laura Hecox Day display at the Santa Cruz Natural History Museum on January 28<sup>th</sup>. Vice President Peyton volunteered to coordinate.
- C. Curator discussed closure of 2022 exhibition set for Sunday, January 1, 2023 and how work is progressing on 2023 exhibition. Tentative museum orientation on March 4, with public opening in mid-March.
- D. Discuss proposed revisions to Board by-laws postpone due to excused absence of board member Emmy Mitchell-Lynn.
- E. Discussion of proposed items for sale: historic postcards, hats, mugs, bookmarks, buttons. No decisions were reached. Suggestion by Curator that a new logo be decided upon before new sales items discussed further.

6. INFORMATION ITEMS – None.

7. ADJOURNMENT

On a motion of Board Member Mary Hay, seconded by Board Member van Zuiden, the Capitola Historical Museum Board of Trustees unanimously adjourned at 6:45 p.m. to its next regular meeting to be held on Thursday, January 5, 2023, at 5:30 p.m., in the Community Room at Capitola City Hall, 420 Capitola Avenue, Capitola, and simultaneously on Zoom.

Respectfully submitted by Vice President Dave Peyton and Curator Deborah Osterberg