

Draft - July 6, 2023 Capitola Museum Board Minutes

1. CALL TO ORDER

President Dave Peyton called the Regular Meeting of the Capitola Historical Board of Trustees to order at 5:31 pm on July 6, 2023 in the City of Capitola Community Room, 420 Capitola Avenue, Capitola, California.

Present: In person: Board President, Dave Peyton and Board Members Enrique Dolmo, Emmy Lynn-Mitchell, Roger Wyant and Mary E. Hay, Secretary
Youth Representative: Juliette Thompsom
Museum Curator: Deborah Osterberg
Guest: Brian Legakis

2. ORAL COMMUNICATIONS

Gordon Van Zuiden commented on the Half Moon Bay Museum. They stated that private funding built their New Museum with land they already had behind the old jail.

3. APPROVAL OF MINUTES

A. Consider Minutes of June 1, 2023

President Dave Peyton asked if everyone had a chance to review the minutes and if there were any corrections. Seeing none, the following action was taken: ACTION: Trustee Emmy Lynn-Mitchell made the motion, which was seconded by Trustee Roger Wyant, to approve the minutes of June 1, 2023 as submitted. The motion was unanimously carried.

The Volunteer Oversight Committee met earlier, comprised of Dave Peyton, Emme Lynn-Mitchell, Deborah Osterberg and docent Kim Natuk. The committee needs a third trustee to complete their committee.

4. REPORTS OF OFFICERS AND CURATOR

A. PRESIDENT'S REPORT

Per President Peyton, there are two new trainees on Board (names unknown)

B. TREASURER'S REPORT

Curator Deborah Osterberg, please see a copy of her attached report for the full information. She has need to obtain a 4th Storage Unit. She would also like to attend the American Association of State and Local History Conference in Boise, Idaho in September which will focus on the 250th Anniversary of the United States of America. She also needs to spend money out of the Museum Fundraising Account for the Archives Room to purchase Museum-Quality storage equipment. Discussion ensued on Deborah being the only person who has knowledge of where the money goes.

C. CURATOR'S REPORT

\$94.50 spent for lock for shed and new flash drive. \$1800 spent on curatorial supplies was left over from last year's budget. More space needed for the Artifact

Room (switch Archival to another unit). See below. The Internet System is now working well. Public Works assembled and installed the newly-purchased shed outside and a small safe for flammables. They cut the ivy back as requested. They also installed a new Handicapped sign on the Museum.

There is need to compile a mailing list for the Summer Capitola Sunset Newsletter. Deborah Chloe Woodmansee, Assistant to the City Manger, vintage Begonia Festival posters to brighten the City Hall lobby space. Deborah is on the City of Capitola Safety Committee, which meets once a month (the minutes are in the Volunteer Desk Manual). She noted that Youth Representative Juliette Thompson helped with filing newspaper clippings. See more in attachments. The Curator scanned 3x2 photographs of Capitola Village buildings. On July 7th, Juliette will assist in organizing these into a binder by street.

At the Special Event Volunteer Dinner, the Museum had 20+ volunteers in attendance. Dave sent a thank you note to Jaime, the City Manager. At the June Car Show, the Museum had a table out from for visitors. Deborah and Gordon wrote two articles for the 2023 Capitola Summer Festivals Program. She also had 9 informational Facebook posts.

D. REPORT ON VOLUNTEERS

Per Dave Peyton, the Museum had a total of 800 Visitors for June!

Focus of Volunteer Meeting held prior to regular meeting:

- a. 3 Board Members and 2 volunteers
- b. Interview for fit with sequential training
- c. Increase Volunteer Core to cover shifts
- d. Volunteer Center refers people to us
- e. Discussion of expanding our hours
- f. Investigate First Friday type events and connect with City Art & Cultural Committee
- h. Deborah to remotely attend the Capitola Beach Festival Committee meetings and wants to include a Historical Component

5. BUSINESS

A. MEET WITH BOARD APPLICANT

Introduction of Brian Legakis, He has a background in Archeology and Art History from his 31 years teaching at Cabrillo College and retired in 2018. He likes to travel and believes that history is part of our present. Brian believes that events outside of the Board meetings boost camaraderie and encourages people to be motivated to enjoy life. He will be recommended to the City Council at the end of July.

B. BOARD ELECTION

Motion to elect Brian Legakis to the Board of Trustees and the motion was seconded by Roger Wyant and unanimously approved.

C. SUMMER CAPITOLA SUNSET NEWSLETTER

- i. Deborah recommended sending it out before the end of July
- ii. Articles to include:

1. The Storage Project
2. Article on JOJO Urbanic
3. Highlight Brian Legakis' return to the Board
4. Upcoming Festival, Art & Wine, Beach Festival
5. Emme noted the Memories Project (\$300 in fund)
6. Put Stats in Newsletter
7. Discussion ensued with Gordon
8. Wednesday, July 26 at noon for getting newsletter in the mail.

6. INFORMATION ITEMS (Board members and Curator may comment on matters of a general nature or identify items for future Board consideration)

- A. Volunteer Committee (see section 3A)
- B. City Safety Committee (see section 4C)
- C. Draft Museum Landscape Plan (Deborah passed out copies for Board Information.
- D. Emme recommended refreshments at the monthly meeting, as they tend to be lengthy.
- E. Discussion on possible new logo ensued and tabled to after another meeting with the Recreation Department.

7. ADJOURNMENT

The Capitola Museum Board of Trustees will adjourn to its next regular meeting to be held on Thursday, August 3, 2023 at 5:30 pm. The meeting will be held in-person in the Community Room at Capitola City Hall, located at 420 Capitola Avenue. Motion to adjourn was made at 7:32 p.m. by Emme Mitchell-Lynn and seconded by Gordon Van Zuiden and was unanimously approved.

Respectfully submitted,
Mary E. Hay, Secretary