

## DRAFT - Capitola Historical Museum Board Minutes

Thursday, August 3, 2023

### 1. CALL TO ORDER AND ROLL CALL

President Dave Peyton called the Regular Meeting of the Capitola Historical Museum Board of Trustees to order at 5:32 pm on August 3, 2023, in the City of Capitola Community Room, 420 Capitola Avenue, Capitola, CA 95010

Present: In person: Board President, Dave Peyton and Board Members, Enrique Dolmo, Brian Legakis, Emmy Mitchell-Lynn, Mary E, Hay

Absent, Roger Wyant and Gordon van Zuiden

### 2. ORAL COMMUNICATIONS

Dave received a request for more information, for a future memorial for George Wightman. Dave will follow up on this.

Deborah attended the Soquel Pioneer Picnic and noted the passing of Frank Hill and Stanley Stevens. She donated two Begonia Festival posters for their raffle.

Brian Legakis noted that the Porter Library has their Historical Collection on site. His trip to Mono Lake a few weeks ago was very quiet due to the closure of Tioga Pass. He stated that the Mono County Historical Museum, which is run by Mono County and the Historical Society never changes their exhibit. He noted that the quality of the Mono Lake Piute Baskets are deteriorating and that the mining equipment from Bode was poor quality. The Mono County Historical Museum at Lee Vining is open from 10-5 all summer and staffed by students.

### 3. APPROVAL OF MINUTES

President Dave Peyton asked if everyone had a chance to review the minutes and if there were any additions or corrections. Seeing none, the following action was taken:

ACTION: Trustee Emmy Mitchell-Lynn made the motion, which was seconded by Trustee Brian Legakis, to approve the minutes of July 6, 2023, as submitted. The motion was unanimously approved.

#### 4. REPORTS OF OFFICERS AND CURATOR

B. Per Deborah Osterberg, (see attached report for full information.)

- Acid-free foam and storage boxes
- Started Artifact Room
- Scanned Capitola Village Pictures
- Capitola History on Signs of the Times
- Attended Capitola Beach Festival Zoom Meeting. Dates of event are September 23-24. Volunteers needed for a table at this event and at the Capitola Art & Wine Festival on September 9-10.
- The Museum has a display in the Capitola Mercantile.
- We have a new look for the Newsletter.
- Local Businesses were sent letters regarding their interest in receiving the monthly newsletter.
- We received donations in the amount of \$220.00.
- Curator's "Focal Point" feature for the *Santa Cruz Sentinel* for August is the Beach Festival Float. Discussion ensued at this point regarding our participation and the establishment of a new logo for the Museum.

A/C. President Peyton stated that the number of visitors for the month of July 2023 was 1325 Visitors! July 2 had the highest day of 84 visitors due to the extended days over the 4<sup>th</sup> of July weekend.

## 5. BUSINESS

- A. Coordinate Volunteer Appreciation Event. Per Deborah the Tour of the Castro Adobe is scheduled for Wednesday, August 9, 2023 at 1:00 pm. Those attending are Deborah, Dave, and Emmy. The remainder of the Board is not available.
- B. Beach Festival Float Proposal for the weekend of Sept. 23-24. The theme of this year's Festival is "Beauty and the Beach." After discussion, it was determined that we will need a trolling motor, a Deep Cycle Marine Battery and spotlights for the pictures on the sides of the float. Dave will contact Niels regarding some nautical bells. The floats that the City provides total 12, 8 of which are usable and made of closed-cell foam. They are 8' X 12" size, Discussion ensued regarding the event at which time Emmy stated that she is not available that week.
- C. Preparations for the 40th Art & Wine Festival on Sept. 9-10. This year is the 40<sup>th</sup> Anniversary of this event. Deborah stated that posters will be available for a donation to the museum. The Museum will have a table at the event and will need volunteers are needed. The following people will assist in the setup and breakdown:

Deborah, Mary, Juliette, Enrique, Roger (?)

## 6. INFORMATION ITEMS

### A. Volunteer Committee

- Dave noted that Skip and Kim will train the next group of volunteers. He also got a call regarding Fall Volunteers.
- The forms for decent responsibilities are in the binder on the desk.

- Volunteer numbers are down from 50 to 40 after attrition, but more are in training. Check the Fall Newsletter for articles on our volunteers.

## B. City Safety Committee

- Per Deborah, our First Aid kit has been upgraded.
- There is a section on Safety in our Volunteer Binder.
- She attended Active Shooter Training.
- There is also a panic button that goes directly to the CPD. Please familiarize yourself with the procedure in case of emergency.
- Per Heather, our internet connection has been connected and is working well.
- There was a question on whether the CPD has keys to our building and if we can get an AED. After discussion it was decided that the CPD and Fire Department would be the best to contact for an emergency.
- Deborah noted that we have a second cabinet for flammable materials.
- We have also purchased a 3-step ladder, which is safer to use.

## D. Draft Museum Landscape Plan

- There is a timeline, of which Deborah has a copy. PW estimate to follow as time allows.
- Deborah will check with UCSC Arboretum on Native American Plants.

- There was discussion about continuing the Engraved Brick Project as the Chamber does not currently have an local engraver. The charge for the Bricks would be \$100 with a profit being \$70.
- Brian Legakis suggested placing an information panel in the new landscape gardens, noting the types of plants, etc.

## 7. ADJOURNMENT

The Capitola Museum Board of Trustees will adjourn to its next regular meeting, to be held on Thursday, September 7, 2023 at 5:30 pm. The meeting will be held in-person in the Community Room (masks highly recommended) at Capitola City Hall, located at 420 Capitola Avenue. Motion to adjourn was made at 6:55pm by Emmy Mitchell-Lynn and seconded by Enrique Dolmo and was unanimously approved.

Respectfully submitted,  
Mary E. Hay, Secretary