

## Minutes of a Regular Meeting of the Capitola Historical Museum Board of Trustees on September 4, 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 5:34 p.m. on Tuesday, September 4, 2018, in the Community Room.

PRESENT: Trustees Pamela Greeninger, Rebecca Hobson, Brian Legakis, Georgette Neal, David Peyton, and President Niels Kisling

ABSENT: Trustee Gordon van Zuiden

MUSEUM CURATOR: Frank Perry

### 2. ORAL COMMUNICATIONS

The board members welcomed newly appointed Trustee Brian Legakis to his first meeting.

#### A. Oath of Office to be taken by Brian Legakis

Curator Perry informed the board that Trustee Legakis has executed the Oath of Office and is ready to participate in the meeting.

President Kisling said cool things happen when working at the Museum. This past weekend a woman visited who's mother-in-law owns one of the Six Sisters. Discussion revealed that it is #3 of the Six Sisters owned by Dorie & Don Moore. Trustee Peyton discussed his knowledge of them in conjunction with the Begonia Festival.

Trustee Legakis shared his recent experience in Mendocino, which has a similar history to Capitola of building a wharf. He said the Mendocino Wharf was blown out by winter storms soon after construction and they proceeded to build lumber chutes to skid boards down to waiting barges just off shore.

### 3. APPROVAL OF MINUTES

#### A. Consider Minutes of August 7, 2018

President Kisling asked if there were any comments or corrections to the draft minutes. Seeing none, the following action was taken:

ACTION: Trustee Legakis moved, seconded by Trustee Peyton, to approve the Minutes of August 7, 2018, as submitted. The motion carried unanimously.

### 4. REPORTS OF OFFICERS AND CURATOR

#### A. Quarterly Treasurer's Report (Presented in August/October/January/April)

Treasurer Hobson informed board members that she will not be at the next meeting in October when the Treasurer's Report will be presented. She met with Mark Sullivan in the City's Finance Department who will be working with her to prepare the report prior to the next meeting. She will make sure copies are provided to board members prior to the meeting.

#### B. President's Report - None

#### C. Curator's Report

Curator Perry reported on the following items:

- 1) With the beginning of a new fiscal year, the Museum has money for our Capitola Memories Project. Curator Perry informed the board that he interviewed Janice Wilson who worked at the Capitola Theater during the 1950's. It was a good interview and he will let the board know when it is available on line. He also said Carolyn Swift will be interviewing Diane Cooley, a member of the Porter family. In addition, former supervisor Robley Levy suggested we interview Robert Garcia, a former Council Member from the 1970s - 1980s. Curator Perry said Bob would be visiting Capitola, and that Elizabeth Schilling will be doing the interview with him since she knows Bob.

## 4. C. Curator's Report (Continued)

3) Madeline has continued with the textile collection and will then work on the hats. He will also have her help with accessioning new items.

4) Curator Perry shared a Capitola banner that was found in a closet at City Hall. There is speculation it may be from the Navy visit. Trustee Greeninger suggested contacting Jerry Clarke as he may know if it was since he was involved in that event.

5) He informed the board that he did a preliminary design of a poster for the History Fair that Capitola will be hosting in May of next year.

6) Curator Perry discussed an archive the Museum has from the Maggiolo family which included photo albums and other memorabilia. He has contacted family members who were able to identify people in the photos and share some stories about the family. He is planning to replace the current exhibit on the Rochex family with the Maggiolo family next year.

## 5. BUSINESS

## A. Planning for Art &amp; Wine Festival

President Kisling said he will be going to the Museum's storage to get things to take for display at the Museum's area at the Art & Wine Festival this weekend. He also shared former and current menus from Shadowbrook Restaurant that he will have on display. We will have the new Coloring Books and Arcadia Capitola books at the event for donation. He informed the board that John and Anne Nicol donated an old photo of Capitola from around 1899 that will be available through a drawing, and one will also be in a silent auction. Trustee Legakis said that if there is enough interest in this image whether we would want to make it available for donation? President Kisling said he would need to speak with the Nicol's about that. We are also having the aerial image of the old airport to be available through a drawing and a silent auction. Trustee Greeninger asked when the drawing would be held? President Kisling said it would occur sometime between Noon and 1 p.m. on Sunday. We can only accept checks and cash.

## B. Report on Volunteers

President Kisling passed out copies of the Museum Visitor Statistics. He informed the board that former board President Linda Smith started keeping a record of the number of visitors and volunteer hours and set up this statistics report. He has been updating the report, but wondered if this is something we want to continue and if anyone else would be interested in updating the report. There was board discussion about the report and interest in contacting Linda to see if she would be interested in updating this report or training someone else.

Trustee Neal reported that she is so happy that the Museum has been able to stay open on regular hours and that the volunteers have been signing up to serve. She said September is nearly filled. Trustee Neal said some volunteers, like Pam and Stewart Greeninger, are combined on Volgistics in order to keep the number at 50 or less. She advised the application window has been closed at this time. She explained concerns about volunteers who signed up and are on Volgistics, but who have not served this year. There was discussion about communicating with those volunteers to see if they are still interested in serving. Trustee Neal said we may want to require that volunteers work a certain number of hours each year. Trustee Peyton said we have been looking to expand the hours the Museum is open which would give volunteers more opportunities to serve. Curator Perry said that we might consider a requirement for volunteers to work a minimum number of hours per year. Trustee Neal also feels board members should serve once a month or every other month. Trustee Peyton believes the full board experience should include serving at the Museum. New board member Legakis said he would be gone the month of September, but would like to volunteer when he returns.

5. BUSINESS (Continued)

Trustee Greeninger suggested that the Task Force revisit some of these issues and that she would be interested in serving on the Task Force. President Kisling asked Curator Perry to place an item on the next agenda regarding this matter.

Trustee Legakis asked about the money in the donation box. Curator Perry said it goes into City's general fund. Fundraisers and donations from envelopes returned from Newsletters go into a special Museum fund. Trustee Legakis said many museums, such as the Museum of Art & History (MAH) in Santa Cruz, have a suggested donation.

C. Planning for Fall Newsletter

President Kisling advised that he is looking to prepare the Fall Newsletter in October after the new Capitola Beach Festival. He stated that he would like to set October 7 as the date final articles should be submitted to him, and that we could plan to mail them about October 10th.

President Kisling informed new Trustee Legakis that all board members are invited to write articles for the Newsletter. Generally articles are 350-500 words and can include photos.

The board discussed the following ideas for articles in the next Newsletter:

- Recap of the Art & Wine Festival (Niels)
- Capitola Beach Festival (Dave)
- Welcoming new board members Rebecca Hobson & Brian Legakis (Pam)
- Article and photo of visitors from China (Pam)
- Niels to contact John Nicol and Al Carlson about potential articles

Trustee Hobson was wondering why we don't just send the Newsletters out electronically? There was limited discussion and interest in discussing this at another time. Trustee Peyton discussed the Chamber of Commerce's decision to send it's monthly Newsletter out all electronically.

6. INFORMATION ITEMS

Trustee Hobson asked if there was another walking tour planned as she would be interested in joining the tour. Curator Perry said he has one planned in October and will inform the board of the date.

7. ADJOURNMENT

On a motion of Trustee Peyton, seconded by Trustee Neal, the Capitola Historical Museum Board of Trustees unanimously adjourned at 7:05 p.m. to its next regular meeting to be held on Tuesday, October 2, 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 10/2/18