AGENDA

Museum of the San Rafael
January 13, 2020, 5 PM
Emery County Courthouse, Castle Dale, Ut.

Conducting and Welcome: Chairwoman Talma Peacock

1. Approval of Minutes: November
2. Discussion of Financial Report: Budget approval
3. Discussion of Museum Updates:
    a. Museum Maintenance
    b. Museum Visitation - Year-End Total
    c. Staffing - Laura on leave
    d. Events -
        i. Plein Air
        ii. Japanese Internment Camp
        iii. Museum Advocacy Day
    e. Exhibits -
        i. Dinosaur display
4. Update/Approve/Deny Possible Recommendations of the Following:
    a. Emery County Travel Bureau
5. Discussion of Old Business
6. Discussion of New Business
7. Adjourn - Thank you for coming!

Emery County Museum Board Meeting

Date: November 18th, 2019

Time: 5:00 p.m.

Location: 75 East Main Street Castle Dale, Utah

In Attendance : Talma Peacock, Adriana Chimaras, Ellen Finn, Billie Maxfield, Tiffani Baker, Dawnette Tuttle, Christine Jensen and Commissioner Kent Wilson.

1. **Approval of minutes: September.**

Dawnette made a motion to approve the minutes. Billie seconds the motion. Motion passed.

2. **Discussion on the financial report.**

Tiffani-we had to get a new snow thrower. We have a new maintenance man, Joe Fielder. Everything else on the budget is good.

3. **Discussion on museum updates.**

A. Museum Maintenance-New Hire
   Joe Fielder was hired and he has been really great.
B. Museum Visitation- October: 624 (2018-581)
   We are up from last year. November has been busy so far this year also. Adriana said we should make some new sign in sheets with the date and time to know what times are the busiest.
C. Staffing: Tiffon new committees
   Tiffani has been invited to be on 2 committees, LMS (Library Museum Services) they do grants and she will be able to see what all the museums and libraries are doing and how they are writing their grants. The other committee is the RAC committee for the Forest Service, she will be their history advisor.
D. Events- Plein Air
   We have it pretty much planned out and we have our judge. We have a committee together.
E. Exhibits
   I. Pioneer
   Tiffani -we've cleaned out quite a bit of stuff and in the boxing process now. The museum procedure for this is as follows: we want to keep what adds to our story as a museum and as a county, anything we do not want to keep we will see if any other mu seums want it, and then contact family members. We are not to that point yet. If the family's don't want it we have the right to sell it online and the money would come to the museum.
   II. Mural for Earth Through Time -Opening Dec. 12 @ 6 pm
   Tiffani -it will be from 6 -7pm. She has already checked to make sure there is no conflicts with basketball games and has advertised for it in the paper.
   III. Other
   Not working on any other exhibits right now.

4. **Update/Approve/Deny Possible Recommendations of the Follow ing.**

A. Emery County Travel Bureau

Adriana- we are working on budgets for next year and closing this year's budget.

5. Discussion of Old Business.

Dallas has not brought in the pot.

Commissioner Wilson -when someone has come in has questions it would be nice to have some brochures with a list of places to stay. Have information on how many people it can hold and contact information.

Tiffani -I have a list of places to stay to give them. I talk to them and find out the area they will be visiting and what they are wanting and give suggestions from there.

6. Discussion of New Business.

Commissioner Wilson -During budget meetings the commissioners asked Adriana that the TRT be increased by 2% every year for wage increases.

Tiffani -after budget meeting I did some calculating, if we closed one day a week for winter it would save us $480 throughout the year.

Adriana -we could get a digital counter and put by the front door to help track our busiest time and see how many people come to the door when we are closed and what time they are coming. It logs that date so we will be able to tell on special days like Veteran's Day and Family Day.

Tiffani -we counted the people that came in to the museum on Veteran's Day not just how many were outside so this years count will be smaller than last year. Overall this was a busier year than last year already.

Commissioner Wilson -Are there any structural maintenance things we need to be considering with budget meetings?

Tiffani -Our sidewalks need leveled. The windows in the Dinosaur room need to be resealed. We will see if Joe can do this before we contact a contractor.