

Meeting Minutes

Museum of the San Rafael

Tuesday, Jan. 24, 2023, 6 PM

Museum of the San Rafael, Castle

Dale, UT



In Attendance: Lori Ann Larsen, Talma Peacock, Dawnette Tuttle, Keven Jensen, Randy Jensen, Clifford Oviatt Tiffani Baker and AnnDee Mead

Conducting and Welcome: Chairwoman Lori Ann Larsen

Tiffani: Welcome, Commissioner Keven Jensen to our board and introductions.

1. Approval of Minutes: Table minutes from November 2022.

2. Discuss/Approve/Deny: Vote in a new chairperson. Suggestion was made that Randy will be the new chairperson. Motioned by Talma 2nd by Clifford.

Approved.

3. Discuss/Approve/Deny: Applying for a grant for the 2024-2025 grant season. General operating grant for the museum and for archives.

Discussion about the grant. New season starts in February 2023. There is no cost to the county. It will be approved through commission before Tiffani put it in. We missed a chance to apply last fall but we will move forward. She will also be helping teach Suzzanne how to apply for grants and they will apply for one for archives as well.

4. Discuss: Archives are now under the umbrella of the museum. Suzzane Anderson is still in the archives office working on her projects. We are happy to have her and the Archives with us.

5. New exhibit displaying local plant life from Emery County. Michael Ralphs from Ferron will be helping. This exhibit will be inside right next to the Old Spanish Trail info. The plants have been accepted but the hope is to make a complete display for them. This will help with questions about plants that the museum gets. Randy will help if he is available. Randy will not be available on Thursdays but Tuesdays would be good. We can switch in and out the plants at time intervals we choose. Museum staff will help. Hoping to come up with a more appealing display.

6. Discuss/Approve/Deny:

a. Maintenance: Snow removal issues on Holidays. We have obviously got a lot of snow. Monday holidays the museum is still open and the county employee doesn't work that day and it has been a big issue. This is a big safety concern. This is where commissioners' support comes in. Kyle with maintenance has been really good but the snow removal especially on those Monday holidays is a big issue. Without a specific museum maintenance person is an issue. This also affects the senior citizen center. We can address this issue in commission or with Kyle to resolve the issue.

b. Visitation: The year total for 2022 was 4,720. The year total for 2021 was 4,384. We are not up to our pre-2020 visitation totals yet, but this is common throughout all museums and art venues as well as business in general.

Visitation was still low. Gas prices greatly affected visitation. Lower visitation was across the board. A large number of 2022 visitors were locals. Locals don't seem to spend as much so

income is down but hopefully things will be up in 2023.

c. Events: EmCo Paranormal Con is set for Oct. 13th - 14th. This year's theme is Cowboys vs. Aliens. No plans for events other than pre-planning for EmCo Paranormal Con. Discussion about gift shops and what is selling and doing well. BigFoot stuffed animals were a big hit. Tiffani was able to purchase some local rock jewelry for the gift shop. Discussion about budget and how the budget and what we can buy for gift shop inventory. Discussion about charging admission. The admission is new and has done well but they never turn anyone away.

d. Marketing: I located the new museum brochure but need help finding where it was sent for printing. Discussion about trying to find the PDF and trying to get it printed. Discussion about change of staff and what happened with Adriana. We will continue to try and find the brochure and see how we can move forward.

e. General: We purchased a lot of items from locals for the gift shop this year. The museum is receiving a lot of phone calls from people around the country asking about events, camping, and general information about travel and tourism. We do not normally handle many of these types of calls, but the tourism office is often empty. I am compiling a list of websites and phone numbers for the museum staff to be able to handle these calls to the best of our ability. The museum is receiving lots of calls. Tiffani is putting together information to help with visitor calls.

f. Collections: We will be done inputting all accession numbers from MSR into the system by the end of February. Still working on accessions. It's a lot of work but it is exciting and will be good to have done.

7. Adjourn - Thank you for coming! Motioned by Talma 2nd by Dawnette.

NEXT MUSEUM MEETING February 28, @ 6:00 PM

Council - Lori Ann Larsen, Talma Peacock, Dawnette Tuttle, Keven Jensen, Dallas Truman, Randy Jensen, Clifford Oviatt

Staff –Shannon Hiatt (Interim Director), Tiffani Baker and AnnDee Mead