

NEVILLE PUBLIC MUSEUM
Of BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, November 12, 2018 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Erik Hoyer, Sandy Juno, Bernie Erickson, and Kramer Rock
ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke
EXCUSED: Tom Sieber and Terri Trantow

CALL MEETING TO ORDER

1. Chair Kuehn, called the meeting to order at 4:33PM.
2. **APPROVE/MODIFY AGENDA**
Motion made by Erik Hoyer and seconded by Sandy Juno to approve the agenda.
Vote taken. **MOTION APPROVED UNANIMOUSLY.**
3. **Museum Director Report.** Museum Director Lemke reported that the month of October had not closed at the time of the meeting. She shared in her reforecast likely small deficit for FY18 due to lackluster photograph sales, not achieving room rental budgeted amount and static gate. She will be monitoring expenses closely for the next two months.

Museum Director Lemke shared that all staff performance evaluations were complete and that she was working on the required documents for her performance evaluation on November 29, 2018.

Regarding the Core Gallery Renovation Plan an onsite meeting is scheduled for November 30, 2018 to discuss project vision and scope to achieve project goals and budget.

Holiday Memories of Downtown Green Bay opens on Saturday, November 17, 2018 and the Museum Team is walking in the Downtown Green Bay Holiday Parade to promote the exhibit and museum visitation.

She shared the Museum sponsored a Connect Inc. Christmas tree for the 5th Annual Tree Jubilee. Additionally, the Museum will be accepting 400 pieces of student art for display after the Fine Art Institutes *Arts Alive* event on November 20, 2018. Media partnership meetings are taking place for 2019 sponsorship.
Discussion ensued, no further action taken

4. Such other matters as authorized by law: Museum Director Lemke provided the Board a hard copy of a Condition and Treatment Response Report for the Dugout Canoe on display in the core gallery. She shared that Collections Committee was waiting for a report on a clock face that needed restoration and that it was likely the canoe would be a future grant request. Museum Director Lemke also reminded the Board that American Alliance of Museums Re-Accreditation is now a short term strategic goal as submission of the packet is June 2022.

Next meeting of the Neville Public Museum Governing Board will be Monday, December 10, 2018 at 4:30pm.
2019 meetings dates are as follows:

January 14, 2019
February 11, 2019
March 11, 2019
April 8, 2019
May 13, 2019
June 10, 2019
July 8, 2019
August 12, 2019
September 9, 2019
October 14, 2019
November 11, 2019
December 9, 2019

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5. Adjournment. Chair Kuehn called the meeting to an end at 5:21PM.
Motion made by Sandy Juno and seconded by Erik Hoyer to approve.
Vote taken. MOTION APPROVED UNANIMOUSLY.