

**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, October 13, 2014 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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PRESENT: Bernie Erickson, Tom Sieber, Kramer Rock, Sandy Juno, and  
Diane Ford  
ALSO PRESENT: Beth Lemke and Kasha Huntowski

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CALL MEETING TO ORDER

1. Vice Chairman Erickson called the meeting to order at 4:36PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Tom Seiber and seconded by Diane Ford to approve the agenda.  
Vote taken.

**MOTION APPROVED UNANIMOUSLY.**

3. Museum Directors Report. August 2014 admission revenue was slightly above a 5 year average for the Neville Public Museum. At the time of this report September 2014 admission revenue is on target with a 4 year average.

RFP review is complete and the team has selected Metacomm from Green Bay. Work will take place this quarter.

The Deputy Director recruitment has closed. 20 candidates applied—the top 5 will be interviewed October 30, 2014.

The WRS Security contract ends 10/31/14. NPM has entered into a contract with Premier Solutions—the new contract is 10/1/14-12/31/15. Orientation for the new contracted staff at the admissions desk is taking place. Three candidates are onboard and we are working with Premier to fill last open shift.

The Museum Director will review the Packers Home Game schedule and make recommendations for Monday hours based on travel opportunities and visitors staying in town into Monday afternoon/evening.

Discussion ensued, no action taken.

4. Museum 2015 County Budget: The 2015 County budget is progressing. The focus on the conversation was largely centered on the marketing and promotion

of 2015 exhibits and programs. Supervisor Seiber offered to look into costs of promotion for the summer and fall exhibit rentals by television media. Discussion ensued, action taken by Supervisor Seiber and Museum Director.

5. Such other matters as authorized by law:  
Next meeting of the Neville Public Museum Governing Board will be Monday, November 10, 2014 at 4:30pm.
  
6. Adjournment. Motion to adjourn made at 5:35 by Kramer Rock seconded by Tom Seiber. Vote taken.  
MOTION APPROVED UNANIMOUSLY