

SANFORD COLORADO HISTORY MUSEUM
Board of Directors Meeting
Minutes
August 7, 2018

Meeting called to order at 5:30 pm by Frankie Colton
Attending: Mary Cornum, Frankie Colton, Lynette De Priest, Linda Smith

Minutes and Financial Report – Lois Miller will present at October meeting

A locked wood box will be used for Contributions (changing wording from Donations), with a card reading “Help our museum grow and improve.” Motion – Colton, Second – De Priest. Unanimous. Frankie will look for a suitable box.

New Museum Board Member – Mary Cornum will put a request on the Facebook page by August 8, for a person knowledgeable about Native American and/or Hispanic heritage of the Sanford/Los Sauces area who would be interested in serving on the Museum Board, in order to better represent the community.

Subcommittee Meetings

- Building and Grounds
 - Lynette De Priest will work on getting the weedy part of the lot on the north side of the Museum cleared.
 - Lynette De Priest will look into getting the lock on the cabin door updated with a new metal plate.
 - The committee reaffirmed an earlier vote not to spend existing funds to move Catawba sheds to the Museum grounds and refurbish them. The Catawba Indian Project Committee and/or the Building Committee will continue to seek a donated method of moving them in order to conserve existing money for use as matching funds for grants.
 - Frankie will check with Jack Miller about the electrical update needed by August 15, 2018.
 - Mary and Frankie will meet before August 30 to complete a proposal for renovating the Research Room area. The proposal will then be submitted to the Board for approval.
- Technology
 - Mary Cornum will serve on the Technology Committee as Social Media Specialist at this time.
 - Linda and Terry will update the web page to allow for viewers to see photos, to hear stories, and to access lists of books and materials available in the Research Room.
- Preservation, Oral History, Displays
 - A bulletin board will be placed in the lobby for display of memories and thank you letters by September 25, 2018.

- A box of index cards will be placed on a small table in the lobby, on which Museum visitors can write memories to be posted on the bulletin board by September 25, 2018 by Frankie.
- A draft Donation Policy will be emailed to the Museum Board by August 15 by Frankie.
- A spread sheet is being compiled listing books available in the Research Room. Each book will have a call number to help in locating the books. First the list of books will be completed, then additional information about the content of each book will be compiled.
- The digital preservation project, which includes scanning of photos, is underway. Each photo that has been scanned will have a small sticker on the back with the date scanned and a Photo Call Number to help in locating the photos.
- Lynette will donate a hymn book and other music to keep by the piano, for visitors to use. Frankie will look for some easy music books.
- To provide some hands-on activities, the Museum now has a typewriter that can be used to type. We will look for Lincoln Logs for children to use to build a "Pike's Stockade," etc. The music for the piano is a part of this hands-on experience. Other ideas are welcome.
- Frankie will update the Leonard Ford ventriloquist display and the caption for the "Sanford Indian" picture in the lobby by October 5, 2018.
- Mary Cornum will check with Sanford Schools about missing class pictures and the "wooden indian."
- Frankie will prepare an "Oral History" fly
- Grants
 - Frankie will prepare a draft application for historic designation for the Town Hall building by August 24, 2018. The Grant Committee will meet to review the application on August 28, 2018.
 - The Museum Board will apply for a structural assessment grant.
 - Frankie will locate the forms for the Colorado Common Grant by September 15, 2018.
 - Frankie and Lynette will get information about Colorado Philanthropy Days.
- Catawba Indian Projects
 - The wall designated as Catawba display has been painted.
 - Cynthia Walsh has ongoing work to complete this exhibit.
 - Mary Cornum is currently working on a different committee.

Meeting adjourned at 6:40 pm. Motion – Colton, Second – De Priest. Unanimous.

Next Meeting October 16, 2018 (September will be a work month, scheduled by subcommittees. No regular meeting. We will utilize email and telephone communication to maximize efficiency.)