

**ROLL CALL:**

Vern Walker, President  
Diana Berge, Vice President  
Jason Macoviak, Secretary  
Melva Dugie, Treasurer

THE FOLLOWING WAS DISCUSSED, CONSIDERED, AND/OR DECIDED UPON AT THIS MEETING.

Meeting was called to order by President Vern Walker @ 9:30 AM.

**APPROVAL OF MINUTES.** Minutes were unable to be approved because the wrong minutes were presented and the correct minutes were unavailable to read or discuss. Mr. Macoviak will email the proper minutes out for board approval.

**FINANCIAL REPORT.** Ms. Dugie distributed the Financial Report for July 2017 - August, 2017. She reported that the Museum had a beginning balance of \$19,373.89 and an ending balance of \$20,865.37. She also reported Total Revenues for July and August of \$4290.23 which included Dues (\$10), Donations (\$1316.73), Gift Sales (\$138.50), Grants (\$1750), a Private Donation of (\$1000), and (\$150) from the IWW. Total Expenses for July and August was reported as \$551.44 which included Electric (\$213.28), Sewer/Garbage (\$115.16), Water (\$41.89), Century Link (\$87.88), Check Payments (83.23) and (\$10.00) to the Arizona Corporation Commission. The report was accepted as submitted.

**UNFINISHED BUSINESS.** There was no unfinished business because the minutes were not made available from the last meeting.

**NEW BUSINESS**

**COLLECTIONS MANAGEMENT POLICY/ABANDONED PROPERTY POLICY:** Jean Walker presented the Board with the Collections Management Policy and the Abandoned Property Policy that she has been working on with the lawyer. Both policies were accepted as written. Ms. Berge recognized Ms. Walker for all the hard work and time she placed into creating these policies.

**THE BUGGY:** Ms. Walker gave an update on the Buggy Situation. The Owner of the Buggy (Kim Flowers) has been notified that the Museum would like to return it back to the Owner. Ms. Walker explained that if the Owner did not want the item back, and officially donated it back to the Museum, the Museum would look into trading the item with another Museum. The space that the Buggy currently occupies would be used to create a permanent Deportation Display. The Board voted to return the Buggy back to the Owner.

**NEW PRINTER:** Ms. Walker thanked the Board for the new laser printer, as it has made cataloging more streamlined. She explained that the printer will be used to make tags for items as they are cataloged so the Museum can keep track of where items are in the Museum.

**BUILDING MANAGEMENT:**

**LIGHT BULBS:** Ms. Berge discussed changing the current light bulbs to LED lights, which do not give off heat and which last much longer than the current bulbs the Museum is using. The Board agreed to start switching out the bulbs, a few at a time, starting with the Main Floor. Ms. Berge said the bulbs were \$7/bulb but that she would look into buying in bulk.

**COOLERS:** Ms. Berge discussed the possibility of installing sensors in the two coolers that would detect when a flood would occur in the cooler and automatically shut off the water supply. This is in response to the cooler that flooded the museum last year. She said that the estimate to purchase and install these two sensors would be \$2025.

**TERMITES:** Ms. Dugie discussed the current termite problem in the Museum. She explained that Ernie Garcia of Mule Mountain Pest Control performed an inspection and found both dry termite damage (in the

front of the building) and subterranean termite damage in the back wall of the basement. The estimate for the treatment is \$3073.77. The Board suggested getting two more estimates (Truly Nolen and SV Pest Control), which will cost about \$70/estimate.

**1960'S DISPLAY:** Ms. Berge asked the Board permission to place an ad in the paper to ask people to donate Bisbee-related items from the 1960's, with the intention of creating a display in the Museum. She explained that this was an important time in the history of Bisbee, a time when the mine began closing and new people began moving into town. The Board agreed to spending \$40 for the ad.

**VOLUNTEER OF 2017:** Vern presented that this year the Members will be choosing the Volunteer of the Year. He asked that Members either email/mail or text him their choice. The person with the most votes will win. The deadline will be December 1, with no exceptions. The award ceremony will be held at the December 16 meeting.

**ADJOURNMENT:** The meeting was adjourned at 10:15 AM. The next meeting will be December 16, 2017.