

Abita Springs Trailhead Museum

Board Meeting Minutes for February 26, 2019

Recorded by Gail Ledet

Members Present: Martha Gruning, George Long, Stewart Eastman, Steve Davis, GERALYN Lips, Courtney Blicht, Barb Borries, Susan Fischer, Bryan Gowland, Carolyn Boudreaux, Marian Roper and Gail Ledet

Absent with notice: Jessica Lotspeich, Ron Blicht, Peggy Scimemi, Kristen Wilkinson and Catherine Fraser

Called to order at 5:00

Meeting Minutes

Minutes from January 29, 2019 minutes were accepted with changes after a motion and second by George and Marian.

Financial Report

No update as Niki wasn't present for the meeting. Martha reported we have approximately 22-23K reported. There has been income collected from the Cajun Dance and Whole Town Garage Sale. **Action Item 1** – Martha will produce a simple budget to include bank account, revenue and expenditures. This will help the Board to make informed decisions regarding expenditures, and our “Wish List”.

Old Business

Elise Roome Art Retrospective/May 10

Donata Henry would like to be involved with this exhibit of her Grandmother's work.

Action Item 2 – Martha will check with Donata on her availability for a May 10 opening. Mary Davis has agreed to do the set up and publicity for a flat fee of \$500. Details on the exhibit/opening to follow

Push Mow Update

Parade was amazing. There were no arrests, no towing, minimal traffic and parking complaints. It was a job well done. A detailed report will be forthcoming after a Committee wrap up meeting. The event is a good promotion for our Town. Per George, we do not need to make money. It would be good to have a designated photographer, new signs. A Thank you Volunteer Party is being planned. George is checking with the Sheriff's office on making a Parade day change to a Sunday, beginning at 1:30 or 2:00.

Busker Fest Update – March 24, 11:30am – 7:00pm

Music - The music lineup is complete, per Bryan. The musicians are also available for the rain date of March 31.

Vendors – GERALYN reported the vendor map has been measured by Martha and Kristen. There were 11 applicants, with 1 declining. The only Abita business that applied was the

Abita Café. ASWS is paying the \$130 vendor fee for their own tent. They will be selling baked goods and gourmet hot dogs. The food vendors are very diverse. The final application is ready for the normal Farmers Market vendors. These applications will be submitted with pre-payment. These vendors will be located in the back of the park, beyond the splash pad.

Volunteers – We will need many volunteers. Perhaps we can get kids that need service hours.

It is estimated throughout the course of the festival, we move 3-4K attendees in and out. With the Festival ending at 7:00PM, we need the Farmers Market vendors to understand clearly, that they should not break down and leave at their normal time of 4:00PM. This is clearly specified on the applications. George will distribute the Farmers Market applications. **Action Item 3** - Depending on the weather, hay may need to be put down. Steve will survey the situation at the appropriate time.

Whole Town Garage Sale – March 30

Martha reported there are 65 registered slots, with 54 being paid for. An anticipated vendor will take 10 spots. The new application process works much better than what was previously used. Covington is providing a street sweeper, and two workers.

Volunteers are needed. Gail and Dennis will assist Martha in measuring/numbering/labeling spots Friday morning. Geralyn will help as needed Friday afternoon for vendor set up. If the field is dry, vendors can park in the field across from Town Hall overnight. Set up rules are explicit and provided to each vendor. No Parking signs will have to be put out. Marian and Carolyn can help out where and when needed. George suggested we sell water and soda in the small gazebo. It was mentioned that a number of vendors are already doing this.

Bike Rack

The local vendor approached by Stewart said the prototype is difficult to create, but he is working on it. Susan has a friend who is interested in providing an estimate. **Action Item 4** – Stewart will provide the specs to Susan. We are still looking to pursue someone to share these expenses – perhaps the Brew Pub, or an artsy utilitarian. This item will be added to next month's agenda - **Action Item 5**.

Outdoor Garbage Cans for Museum

Martha provided samples of a 24 gallon can that can be bolted to the ground. A motion by Barb, with a second by Steve, passed to purchase 2, black 24 gallon garbage cans as presented by Martha, at a cost of \$325 per can, pending approval from Mayor Curtis.

En Plein Air – April 26 – April 28

24 artists have signed up, which is capacity. There are both new, and returning artists. It was explained that a committee of artists select the participating artists from the portfolios received by Ron. The postcards and banners have been ordered. Volunteers will be needed for the Friday night reception, and weekend sales. Sales will be open on Friday. Friday activities need to be promoted as 10 – 4 open, 4-6 closed for reception setup, and 6-9 reception.

New Business

Focus/Mission of the Museum

This is a start on the By-Laws by committee members Martha and GERALYN. Historic documents and photos should be preserved and made accessible. Mary Davis knows the history of Abita, but is not an archivist. However, Mary could certainly facilitate and organize the information. **Action Item 6** – Gather quotes on people who do this, including a UNO reference. It was noted there are space limitations, we are speaking of physical artifacts. This item will be addressed after the already scheduled upcoming events. It was thought there may be a grant available for this endeavor.

Farmers Market Museum Representative

The Mayor has created a Task Force for the Farmers Market, and requested a representative from the ASTM Board be a part of this group. The commitment would be for a 1 hr monthly or quarterly meeting (exact timing unknown). The mayor wants the new rules and regulations be applied consistently among vendors. A market manager will be hired. **Action Item 7** – Please present Marian Roper's name to the Mayor for the ASTM representative to this Task Force.

Formalize Committees/Reports

Docent Recruiting – Susan Fischer, Chair – Susan is working on Training. Carolyn will be on the committee, and Mary Davis may be asked as well. Susan suggested that Board Members docent at least 2 times per year.

Publicity – Gail Ledet, Chair – Barb has agreed to serve on this committee as well. Martha provided Gail with the Abita Springs Library contact, who will be happy to advertise ASTM events. Gail will review the media contacts in Google Docs.

Facilities – Steve Davis, Chair – Steve reported all circuits have been upgraded for the Food Vendors.

Community Organization (Museum Usage) – Martha Gruning, Chair – a brief discussion ensued about whether the Museum be used by groups charging for services and the answer was no.

Development – George Long, Catherine Fraser, Ron Blitch – no report

By-Laws – Martha Gruning and GERALYN Lips – Need to address spending approval from Mayor for expenditures over \$500.

Town Hall Liaison – Martha Gruning – no report

Programming – Martha Gruning, Chair and George Long. It was expressed that as we increase our events, we need to be aware that we need all Board Members to chip in, as well as recruiting additional volunteers.

Volunteer Party/LA Poet Laureate (Jack Bedell) – April 27

This is the Saturday of En Plein Air. This will be an invitation only event, and anticipated to be a catered picnic event in the Park. This will be an inclusive group of volunteers for the Town of Abita, including Cajun Dance, ASTM Docents, KAB, ASWS and sponsors. A complete list will be developed - **Action Item 8**. Stewart suggested looking for a French Poet Laureate.

Additional Items Discussed

New Board members to be sent to Mayor for Approval – **Action Item 9**.

Meeting adjourned at 6:40 pm.