

## **Abita Springs Trailhead Museum (ASTM) Board Meeting Minutes Tuesday, March 29, 2022 at the Museum**

Minutes taken by Courtney Blicht, Secretary

**Members Present:** Martha Gruning, George Long, Courtney Blicht, Calissa Folse, Michelle Milner, Niki Mendow, Jimmy Nelson, Ron Blicht (Emeritus); Stewart Eastman arrived at 5:30pm

**Absent with notice:** Bryan Gowland (Emeritus), GERALYN LIPS (Emeritus), Marian Roper

**Absent without notice:** Felicia Walker

### **Visiting:**

- Meeting called to order at 5pm by President George Long
  
- Martha moved that minutes of the February 2022 meeting be approved. Michelle seconded the motion, which was approved.
  
- Financial report by Niki Mendow, Treasurer  
Account balance \$32,271.88 as of February 28, 2022.  
Niki and Martha will meet with Stacy for a better understanding of our accounting and reports.  
Gumbo Cook-off income? (ask Martha)  
Ron requested \$36 reimbursement for En Plein Air banner he designed and had printed. Niki will present receipt to Stacy and request clarification on process of getting P.O.s.

### **Unfinished Business**

- Songwriters' Circle: (April 23 at 7pm) Martha will talk to Todd Lemoine, the event originator, regarding what food we will serve. We plan to offer beer, wine, water and soft drinks. An alcohol permit is needed.
  
- Dale Hauck: Exhibit dates have been changed to May 20 - June 5 (three weekends). Reception on May 20. Sales will follow the same procedure as En Plein Air with 30% of artists' sales going to the Museum. A form should be created to include all info regarding each work, including ownership, to be attached to the back of each piece.

**ACTION ITEM:** Niki will create a database in Google Drive to track sales.

**ACTION ITEM:** Martha to contact Dale regarding auctioning and selling the donated artwork. 100% of proceeds will go to the Museum.

- En Plein Air: (April 29-May 1) Ron says 24 artists are expected to participate. Courtney will solicit volunteers to cook and help with the reception on April 29 at 6pm.

- Francis Broussard Presentation: George reported that Francis would like to do three new archeological presentations. Jimmy has agreed to work with George and Francis to oversee the events. They will work to fine tune his presentations and questions (perhaps written on note cards

and handed in) presented from the audience. The board previously voted to present Francis with a \$100 honorarium for each presentation. Francis has fulfilled the Town's request for a W-9.

## **New Business**

- **Interactive Nature Series:** Calissa expressed interest in our hosting an event with Karen Walston of Hammond. It would be structured as an educational storytime for 1st through 4th graders. Someone suggested there could be a children's component to events with Francis Broussard.

**ACTION ITEM:** Calissa will develop the idea further and present it to us at the next meeting.

Stewart expressed concern for use of microphones that we intend to purchase. George said a lapel mic should resolve those concerns.

**ACTION ITEM:** Martha and George will meet with Kerry Brandon to purchase the mics.

- **Event and Exhibit Promotions:** George asked that each board member help promote our events on Facebook by sharing our posts with their Friends. George will inform the board each time there's a new post available for sharing.

**ACTION ITEM:** Stewart will design an event notice on Facebook (Abita Springs Bulletin Board, Trailhead Museum, En Plein Air pages) for En Plein Air reception and exhibit dates. George will make Stewart an administrator on the En Plein Air Facebook page.

- **Museum Layout:** George asked for feedback on potential changes to how our physical space in the museum and the closet are utilized. Storage of the new display cases will require a reworking of the closet in order to store them, a large smartboard, and a new lectern safely. The church pew may need to be removed permanently, especially if we bring in a new, more comfortable chair for our aging docents.

George will meet with David O'Brien this week to discuss display cabinet lighting. Ron suggested that cabinets will be effective in showcasing smaller paintings during En Plein Air.

- **Preservation Project:** George asked the board to consider increasing the time and money spent toward our Preservation Project. The 10 hours per month that Emily McDaniel spends could be increased to 40 hours per month at a cost of \$600 monthly. Ron and others expressed concern that it would deplete our budget and George said there is grant money available from multiple sources for archiving. George says the La. Endowment for the Humanities Rebirth Grant program application period will be open April 1-May 31 for grants of \$1000 to \$5000. He said that archiving and Francis Broussard's programs fit perfectly with LEH goals.

**ACTION ITEM:** George and Martha will explore grant opportunities, including LEH Rebirth Grants (\$1,000-\$5,000).

- Ethics Board Query: Stewart provided background information on his Ethics Board Query regarding Board member participation in events which may generate income. He wrote a letter to the Ethics Board and attended a hearing to provide further information. Ethics Board lawyers wrote a brief explaining that board members may not participate in museum sponsored events which may generate personal income.

- Busker Festival: April 3 11:00-7:00 pm. Martha reported that volunteer positions at the beer and ticket booths of the Busker Festival are filled. Ice will be delivered by the town and the beer truck will be placed in the gravel circle. The Museum will be responsible for \$900 to cover the cost of the music sound system for the event. As the Museum receives the proceeds from selling donated beer, this \$900 request is reasonable.

**ACTION ITEM:** Martha will request tents for ticket and drink booths. She will also contact Katie to get any signage used from the fall Busker festival for ticket sales etc.

**ACTION ITEM:** Ron will design a banner for the Museum which can be displayed similar to a tablecloth over a table. A P.O. is needed from the town prior to placing any orders for signage and banners.

- Docents: Martha said we continue to run short of docents. Michelle expressed concern about the lack of clear guidelines for docents in regard to Museum security, bathroom usage and access to office.

**ACTION ITEM:** Martha will contact inactive docents who may be ready to return.

**ACTION ITEM:** George will speak with the town staff (Janet, Katie, and Michaela) regarding the above issues. Vendors and their children are not to use the Museum bathroom.

Meeting adjourned at 6:29 pm.

Next board meeting is scheduled for 5pm on Tuesday, May 31.

***Upcoming events of note:***

April 16 - Abita Opry

April 23 - La. Bicycle Festival

Songwriters' Circle

April 29-May 1 - En Plein Air Exhibit, Opening Reception April 29 at 6 pm

May 20-June 5 - Dale Hauck Exhibition, Opening Reception May 20 at 6 pm