



Mendocino County Museum

MUSEUM ADVISORY BOARD

400 East Commercial Street | Willits, CA 95490
(707) 234-6365 | www.mendocinocounty.org/museum

Notice of Meeting

NOTICE IS HEREBY GIVEN that the Mendocino County Museum Advisory Board (MAB) will hold a special Board Meeting at:

9:30 A.M. – Wednesday, January 10, 2024
Mendocino County Museum Wonacott Room,
400 E. Commercial St. Willits Ca, 95490

AGENDA

1. Call to Order
2. Roll Call
3. Consent Items
 - a) Approval of the Minutes of Previous Meeting(s)
4. Public Expression

Note: The MAB welcomes public participation at its meetings. Items can be added to the official agenda up to 72 hours prior to the meeting. Members of the public are welcome to address the Museum Advisory Board on items not listed on the agenda and within the jurisdiction of the Committee. The Board is prohibited by law from taking action on matters not on the agenda but may ask questions to clarify the speaker's comment and/or briefly answer questions. The Board limits testimony on matters not on the agenda to 3 minutes per person and not more than 10 minutes for a particular subject.

5. Museum Administrator's Report
 - a) Exhibits, Programs, and Changes
 - b) Budget Update
 - c) Addition of MAB on Museum website with photographs
6. New Business
 - a) Election of 2024 MAB officers
 - b) Schedule 2024 MAB Meetings
 - c) Friends Update
7. Old Business
 - a) By-Laws Update

- b) Land Acknowledgement- Update
- c) Roots MOU

8. Adjournment

Attachments:

- A. MAB Draft Minutes
- B. Museum Administrator's Report
- C. Year to Date Budget

Americans with Disabilities Act (ADA) Compliance

County of Mendocino complies with ADA requirements and upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable accommodation to participate in the meeting should contact (707) 459-2736 at least five days prior to the meeting.

Mendocino County Museum

ADVISORY BOARD

November 15, 2023, Minutes - Unapproved

Museum Advisory Board Members:

Brent Walker, Third District Representative, Museum Advisory Board Chair

Rebecca Montes, Mendocino College Representative, Museum Advisory Board Vice-Chair

David Poma, Historical Society of Mendocino County Representative

Greta Kanne, City of Willits Representative

Bruce Patterson, Roots of Motive Power Representative

Jim Eddie, First District Representative

Jamie Peters-Connelly, Fourth District Representative

Neeka Aguirre, Second District Representative

Vacancy, Fifth District Representative

Guests:

Karen Mattson, Museum Administrator

1. **Meeting Called to Order:** 1:12 p.m.
2. **Roll Call:** Rebecca Montes, Greta Kanne, David Poma, Brent Walker, Jamie Peters-Connelly, Neeka Aguirre
4. **Consent Items:**
Motion to Approve Minutes of Previous Meeting: Approved
5. **Public Expression:** N/A
6. **Museum Administrator's Report:** Karen Mattson provided an update on the recent activity at the museum. The *Stone Stories* program, despite the rain, was a success with over 60 people in attendance as was the *Her Stories* Curator Panel, which drew a small crowd of 40. Photographs are still needed of Board Members Greta Kanne, David Poma and Jim Eddie.
7. **New Business:**
 - a) The MAB Bylaws are being evaluated and changes pertaining to adding an elected recording secretary, language to address unexcused or excessive absences, consideration of a smaller quorum, and the timing of elections are being considered. Jamie Peters-Connelly and Neeka Aguirre will meet to discuss and bring back recommendations to the next meeting.
 - b) Lindsey Dick has gathered examples of Land Acknowledgments used in Mendocino County and Karen Mattson will schedule a meeting via teams to connect with Jamie

Peters-Connelly and Lindsey Dick to review the current Draft prior to the next meeting.

- c) Karen Mattson reported that the County of Mendocino is experiencing extreme financial challenges and an ADHOC committee is seeking to maximize efficiency and restructure to ensure cost savings where possible. Neeka Aguirre proposed that the MAB write a letter calling for action on the future of the Museum. Rebecca Seconded the motion. All voted in favor of composing a letter and asked Brent Walker to mail it.
- d) Brent Walker reported that the Friends of the Museum now have merchandise for sale on Zazzle and shared examples of the products that can be purchased.

Old Business:

The Roots MOU is an ongoing effort and will be discussed at the next Roots Meeting.

Next Meeting will be held **January 10th at 9:30** in the Wonacott Room.

8. Meeting Adjourned at 2:44



Museum Report
January 10, 2023
Museum Administrator, Karen Mattson

Happy New Year!

As we welcome 2024, here are a few significant changes occurring at the Museum:

- **New Hours:**

Museum open hours are now Tuesday - Saturday 11 a.m. – 5 p.m.

- **New Fees:**

The Board of Supervisors approved a new fee schedule that will take effect in February. The new fees can be found on the last page of this report.

Restructuring:

- The Cultural Services Agency has been dissolved and the Museum is now under the Executive Office.

On the Horizon:

- Behind-the-Scenes Tours will begin in February and will feature Museum Collections pertaining to the Frolic shipwreck of 1850, famed local outlaw Black Bart, unique textiles, photographs and more.
- Opening January 17, 2024, *In the Field: Exploring Botany in Mendocino County* is a celebration of the study of unique plants that grow in our region. Building on past exhibit, *Carl Purdy: A Passion for Plants*, developed by Curator Dot Brovarney, *In the Field* reflects on the pursuits of Mendocino County Botanists from past to present.

Past Events:

- The Museum was pleased to have a wonderful experience partnering with our neighbor institutions for *Her Side of The Story: California Women Pioneers*. Museum Staff and Community greatly enjoyed the contributions of the Kelley House Museum, Grace Hudson Museum, and Anderson Valley Historical Society. Look for these amazing stories on our Facebook page as they will be coming out next week.
- The Museum was delighted continue to partner with the Roots of Motive Power to deliver a dynamic Holiday Express Event. The Museum was decorated with lights for all to enjoy.

Call for Volunteers!

Coffee Break

REGISTRATION &
MEET & GREET



JANUARY 11, 2024 | 10:00 - 11:00 A.M.

MENDOCINO COUNTY MUSEUM WONACOTT ROOM

400 E. COMMERCIAL ST. WILLITS CA, 95490

FOR MORE DETAILS PLEASE CONTACT THE MUSEUM AT (707) 234 - 6365



MENDOCINO
COUNTY *Museum*

"Telling Our Story"

Museum				
Photocopies				
Photocopies from published printed works				
8.5"x11"	\$.10 per page			
8.5"x14"	\$.25 per page			
11"x17"	\$.50 per page			
Photocopies from material in manuscript				
8.5"x11"				
8.5"x14"	\$.75 per page			
11"x17"	\$1.00 Per page			
Digital Reproduction Fees				
Image Reproduction file (copy) up to 600 DPI	\$21.00			Reso. No. 22-091
Digital Video/Audio file (copy) up to 60 Minutes	\$27.00			Reso. No. 22-091
Flash drive for digital files	\$12.00			Reso. No. 22-091
Access and Use Fees				
Microfilm/Microfiche Access - Each	\$8.00			Reso. No. 22-091
Image Use Fee	\$20.00			Reso. No. 22-091
Image Use Fee to Non-Profit	FREE			Reso. No. 22-091
Audio/Visual Use Fee - up to 60 Minutes Each	\$50.00			Reso. No. 22-091
Audio/Visual Use Fee - up to 60 Minutes Each to Non-Profit	FREE			Reso. No. 22-091
Research Fees				
Research Fee - 1st Hour Free, Then for Each 30 Minutes up to 8 Hours/Project	53			Reso. No. 22-091
Microfilm/Microfiche - Staff Search for Each	28			Reso. No. 22-091
Shipping and Handling Fees				
Shipping and Handling	Shipping Cost + \$23.00 Handling fee			
Admission				
Adult	\$7.00			Reso. No. 22-091
Children 6-17	\$2.75			Reso. No. 22-091
Children 5 and Under Free	Free			Reso. No. 22-091
Family (2 Adults and Dependent Children)	\$16.00			Reso. No. 22-091
Admission Free Wednesdays for Mendocino County Library Card Holders	FREE			
Museum Guided Programs				

Tier I Guided Activity Ticket Price	\$3.00		Reso. No. 22-091
Tier II Guided Activity Ticket Price	\$9.00		Reso. No. 22-091
Tier III Guided Activity Ticket Price	\$14.00		Reso. No. 22-091
Tier IV Guided Activity Ticket Price	\$18.00		Reso. No. 22-091
Museum Space Use			
Wonacott Classroom - private or commercial Day Use Fee	\$191.00		Reso. No. 22-091
Wonacott Courtyard or Classroom - private or commercial Hourly Use Fee	\$63.00		Reso. No. 22-091
Museum Classroom & Courtyard Use by Museum, sponsored groups, non-profits, free & open to public meetings	Free		Reso. No. 22-091
Museum Freezer for Artifacts- 10 Day Session	\$53.00		

MU YTD BUDGET 12.15.2023

FUND	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	AVAILABLE BUDGET	% USED	
1100	824110	ENDOWMENT FUND INTEREST	-3,000	-3,000	0.00	-3,000	0.0%	5,594
1100	824200	RENTAL INC	-23,480	-23,480	-11,763.60	-11,716	50.1%	
1100	826390	OTHER CHARGES	-1,500	-1,500	-1,605.13	105	107.0%	
1100	827700	OTHER	-12,520	-12,520	-4,312.37	-8,208	34.4%	
1100	827707	DONATIONS	-18,000	-18,000	-10,662.88	-7,337	59.2%	
			-58,500	-58,500	-28,343.98	-30,156	48.5%	
1100	861011	REG SALARY	239,061	239,061	101,301.90	137,759	42.4%	
1100	861012	EXTRA HELP	30,000	30,000	7,322.58	22,677	24.4%	
1100	861013	OVERTIME	2,500	2,500	847.13	1,653	33.9%	
1100	861021	RETIREMENT	79,814	79,814	29,646.12	50,168	37.1%	
1100	861022	SOC SEC A	13,486	13,486	5,541.74	7,944	41.1%	
1100	861023	SOC SEC B	3,435	3,435	1,534.18	1,901	44.7%	
1100	861024	RETIRE COL	3,801	3,801	6,259.82	-2,459	164.7%	
1100	861030	HEALTH INS	19,401	19,401	18,107.50	1,294	93.3%	
1100	861035	WC INS	176	176	0.00	176	0.0%	
			391,674	391,674	170,560.97	221,113	43.5%	
1100	862060	COMMUNCATN	720	720	275.27	445	38.2%	
1100	862062	COMMUNICATIONS MICROWA	1,088	1,088	0.00	1,088	0.0%	
1100	862090	HOUSEHOLD	1,200	1,200	2,350.21	-1,150	195.9%	
1100	862101	GEN INS	50,694	50,694	0.00	50,694	0.0%	
1100	862150	MEMBERSHIP	168	168	0.00	168	0.0%	
1100	862170	OFFICE EXP	2,200	2,200	789.98	1,410	35.9%	
1100	862187	TRAINING	750	750	100.00	650	13.3%	
1100	862189	CONTRACTS	28,250	28,250	10,083.33	18,167	35.7%	
1100	862229	SOFTWAREMAINTENENCE	800	800	0.00	800	0.0%	
1100	862230	862230	18,771	18,771	0.00	18,771	0.0%	
1100	862239	OTHER EXP	10,000	10,000	3,157.02	6,843	31.6%	
1100	862250	TRAVEL IN	250	250	0.00	250	0.0%	
1100	862253	TRAVEL OUT	250	250	0.00	250	0.0%	
1100	862260	UTILITIES	50,390	50,390	14,887.56	35,502	29.5%	
			165,531	165,531	31,643.37	133,888	19.1%	
		Total MU MUSEUM	498,705	498,705	173,860.36	324,845	34.9%	
1100		Total 1100 COUNTY GENERAL	498,705	498,705	173,860.36	324,845	34.9%	
		Revenue Total	-58,500	-58,500	-28,343.98	-30,156	48.5%	
		Expense Total	557,205	557,205	202,204.34	355,001	36.3%	
		Grand Total	498,705	498,705	173,860.36	324,845	34.9%	