



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, May 8, 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
6. New Business
 - a) Discussion as to how best support the Museum in the 24/25 fiscal year
 - b) Friends Update
7. Old Business
 - a) By-Laws Update
 - b) Land Acknowledgement- Update

8. Adjournment

Attachments:

- A. MAB Draft Minutes March 13, 2024
- 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*

"Telling Our Story"

Museum Report

May 8, 2023

Museum Administrator, Karen Mattson

Busy at the Museum

The Museum staff has been busy providing a variety of programs

- Field Trips - over 600 students and counting.
- History Makers - First Saturday and Wednesday family programs have been well attended and greatly enjoyed.
- Coffee Breaks - This has been a fantastic way to meet new volunteers. The Museum is fortunate to have added over 5 new volunteers this year!

On the Horizon:

- The Museum looks forward to offering new programs that relate to permanent exhibits in the museum gallery. Curator Lindsey Dick has been preparing interpretive information for our tour guides.
- Museum staff are planning a special Frontier Days Behind the Scenes Tour that interprets themes such as marketing, community pride, county parades and the Willits Frontier Days events.
- The Museum Plans to exhibit a third annual Impressed Printmaking exhibits in partnership with Roots of Motive Power that will open in August.

Museum News

- The Museum was excited to host Kern County Museum Executive Director Mike McCoy for a special day of presentations. Director McCoy provided a lot of ideas for our staff and community to consider
- The Museum continues to explore the feasibility of transitioning to a non-profit.



Throw 'n' Grow Seed Balls

First Saturdays April - June, 1 - 3 p.m.

Join the Mendocino County Museum for *First Saturday Family Fun!* April - June. Make *DIY Throw 'n' Grow Seed Balls* to grow your own wildflowers!

Program and Museum attendance are **FREE** for First Saturday **FREE Admission Day**, all ages are welcome.

Throw 'n' Grow Program Dates:

- Saturday, April 6, 1 - 3 p.m.
- Saturday, May 4, 1 - 3 p.m.
- Saturday, June 1, 1 - 3 p.m.

For questions or more information please contact the Mendocino County Museum.



MENDOCINO COUNTY *Museum*
"Telling Our Story"

400 E. Commercial St. Willits, CA 95490 | (707) 234-6365
museum@mendocinocounty.gov | www.mendocinocounty.gov/museum
OPEN Tuesday - Saturday 11 a.m. - 5 p.m.

Call for Volunteers!

Coffee Break

**REGISTRATION &
MEET & GREET**



**MONTHLY ON THE SECOND THURSDAY IN THE
MENDOCINO COUNTY MUSEUM WONACOTT ROOM**

MAY 9 9 - 10 A.M.	JUNE 13 10 - 11 A.M.
-----------------------------	--------------------------------



MENDOCINO COUNTY *Museum*
"Telling Our Story"

400 E. COMMERCIAL ST. WILLITS CA, 95490
**FOR MORE DETAILS PLEASE CONTACT THE
MUSEUM AT (707) 234 - 6365**

Mendocino County Museum

ADVISORY BOARD

March 13, 2024, 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-Connolly, Fourth District Representative

Neeka Aguirre, Second District Representative

Vacancy, Fifth District Representative

Guests:

Karen Mattson, Museum Administrator, Mike McCoy, Bear Kameroff

1. **Meeting Called to Order:** 9:33 a.m.
2. **Roll Call:** Rebecca Montes, Greta Kanne, David Poma, Brent Walker, Neeka Aguirre, Jim Eddie
3. **Consent Items:**
Motion to Approve Minutes of Previous Meeting: Approved
4. **Public Expression:** N/A
5. **Museum Administrator's Report:** Karen Mattson introduced Executive Director Mike McCoy who shared his experience managing and the Kern County Museum.
6. **New Business:**
 - a) The MAB Board held elections. For the position of Chair, Neeka Aguirre nominated Rebecca Montes and Brent Walker seconded the motion. The Board voted Unanimously in favor of **Rebecca Montes** being the chair.
For the position of Vice Chair, Neeka Aguirre nominated **David Poma** and Brent Walker seconded the motion. The board voted unanimously in favor of **David Poma** being the vicechair.
 - b) It was decided that the 2024 MAB meetings will be held every other month on the second Wednesday at 9:30 a.m. in the Wonacott Room. The schedule is as follows **May 8, July 10, September 11, and November 13.**

- c) Brent Walker provided a Friends update. He shared that the membership drive was a success and resulted in over 1,000 dollars and 23 new memberships.

Old Business

- a) Neeka Aguirre reported that the By-Law efforts are ongoing, and an update will be provided at the next meeting
- b) Karen Mattson read the current DRAFT of the Land Acknowledgement and requested feedback. None was provided. Karen Mattson shared that Curator, Linsey Dick is sharing the DRAFT with other identified Museum Partners and collecting feedback. Staff hopes to have a final DRAFT for the next meeting
- c) Karen reported that the MOU was being considered by county council

Next Meeting will be held **Wednesday, May 8, at 9:30 a.m.** in the Wonacott Room.

7. Meeting adjourned at 10:45 a.m.

MU YTD BUDGET 5.2.2024

OBJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	AVAILABLE BUDGET	% USED
824110	ENDOWMENT FUND	-3,000	-3,000	-5,594.00	2,594	186.47%
824200	RENTAL INC	-23,480	-23,480	-24,297.63	818	103.48%
826390	OTHER CHARGES	-1,500	-1,500	-2,389.59	890	159.31%
827700	OTHER	-12,520	-12,520	-10,892.53	-1,627	87.00%
827707	DONATIONS	-18,000	-18,000	-17,808.63	-191	98.94%
		-58,500	-58,500	-60,982.38	2,482	104.24%
861011	REG SALARY	239,061	239,061	188,891.36	50,170	79.01%
861012	EXTRA HELP	30,000	30,000	8,871.87	21,128	29.57%
861013	OVERTIME	2,500	2,500	875.45	1,625	35.02%
861021	RETIREMENT	79,814	79,814	56,078.60	23,735	70.26%
861022	SOC SEC A	13,486	13,486	10,374.18	3,112	76.93%
861023	SOC SEC B	3,435	3,435	2,753.63	681	80.16%
861024	RETIRE COL	3,801	3,801	12,049.69	-8,249	317.01%
861030	HEALTH INS	19,401	19,401	38,741.70	-19,341	199.69%
861035	WC INS	176	176	176.00	0	100.00%
		391,674	391,674	318,812.48	72,862	81.40%
862060	COMMUNCATN	720	720	620.67	99	86.20%
862062	COMMUNICATIONS	1,088	1,088	1,087.86	0	99.99%
	MICROWAVE					
862090	HOUSEHOLD	1,200	1,200	2,805.62	-1,606	233.80%
862101	GEN INS	50,694	50,694	50,694.00	0	100.00%
862150	MEMBERSHIP	168	168	168.00	0	100.00%
862170	OFFICE EXP	2,200	2,200	1,849.87	350	84.09%
862187	TRAINING	750	750	100.00	650	13.33%
862189	CONTRACTS	28,250	28,250	19,328.66	8,921	68.42%
862229	SOFTWARE	800	800	0.00	800	0.00%
	MAINTENANCE					
862230	INFO TECH	18,771	18,771	0.00	18,771	0.00%
862239	OTHER EXP	10,000	10,000	4,624.68	5,375	46.25%
862250	TRAVEL IN	250	250	0.00	250	0.00%
862253	TRAVEL OUT	250	250	0.00	250	0.00%
862260	UTILITIES	50,390	50,390	35,998.57	14,391	71.44%
		165,531	165,531	117,277.93	48,253	70.85%
	Total MU MUSEUM	498,705	498,705	375,108.03	123,597	75.20
	Revenue Total	-58,500	-58,500	-60,982.38	2,482	104.20
	Expense Total	557,205	557,205	436,090.41	121,115	78.30
	Grand Total	498,705	498,705	375,108.03	123,597	75.20