



# *Mendocino County Museum*

## **MUSEUM ADVISORY BOARD**

400 East Commercial Street ♦ Willits, CA 95490  
(707) 234-6365 ♦ [www.mendocinocounty.org/museum](http://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, July 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
6. New Business
  - a) Update on Non-Profit Management Transition
  - b) Friends Update
7. Old Business
  - a) By-Laws Update
  - b) Land Acknowledgement-Update

## 8. Adjournment

### **Attachments:**

- A. MAB Draft Minutes May 8, 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"

## **ADVISORY BOARD**

**May 8, 2024, Minutes - Unapproved**

**Museum Advisory Board Members:**

**Rebecca Montes**, Mendocino College Representative, Museum Advisory Board Chair

**David Poma**, Historical Society of Mendocino County Representative, Museum Advisory Board Vice-Chair

**Brent Walker**, Third District 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

- 1. Meeting Called to Order:** 9:31 a.m.
- 2. Roll Call:** Rebecca Montes, Greta Kanne, David Poma, Brent Walker, Neeka Aguirre, Bruce Patterson  
Not in attendance: Jim Eddie, Jamie Peters-Connolly
- 3. Consent Items:**  
Motion to Approve Minutes of Previous Meeting: Approved
- 4. Public Expression:** N/A
- 5. Museum Administrator's Report:** Karen Mattson reviewed the Museum Administrator's Report. Karen announced that Museum Technician Briana Brooks accepted a new position and would no longer be working for the County. Karen expressed that Briana's contributions to the Museum were significant and that she would be greatly missed. The Museum Technician position will not be filled in the 204/2025 FY, but the Museum will hire extra-help to support daily operations. Karen Mattson shared that the Bittenbender Trust had grown by approximately \$70,000 since transferring the funds to the

Community Foundation. The Museum will hold summer hours and will be open 12:00-4:00 on Sunday and extended hours until 8:00 on Thursdays.

#### **6. New Business:**

The MAB Board discussed how to support the Museum during this year of transition. It was decided that supporting the Museum through community education would be helpful. The MAB agreed to draft a statement thanking the BOS for the conversation yesterday and asking for collaboration with Museum staff to create a press release educating the public on the effort to transition to a non-profit model. Bruce Patterson made a motion to share the statement, Brent Walker seconded the motion, and all voted in favor.

Brent Walker provided a Friends update. Brent shared that the Friends had read a statement at the BOS Meeting that was well received. The FOTMCM determined regular board meetings will be held via zoom on the second Tuesday of each month. Two virtual meetings with guest consultants Laurie Sowd and Alison Snowden are planned for the first two Mondays in June.

#### **7. Old Business**

Neeka Aguirre reported that she would circulate a copy of the by-law for discussion. Karen Mattson read the current DRAFT of the Land Acknowledgement and requested feedback. Rebecca suggested staff look into incorporating the concept of sovereignty. Additional wordsmithing was offered by Neeka Aguirre and submitted to Karen Mattson in writing to incorporate.

Next Meeting will be held **Wednesday, July 10, 2024, at 9:30 a.m.** in the Wonacott Room.

Meeting adjourned at 10:48 a.m.



# MENDOCINO COUNTY *Museum*

"Telling Our Story"

## **Museum Report**

July 10, 2024

Museum Administrator, Karen Mattson

### **Programs, Events and Upgrades**

**Museum staff and volunteers have been working to upgrade permanent exhibit spaces over the past two months:**

- The beloved, "Hippie Van" has been illuminated. A new bulb in the fiber-optic fixture was installed and an LED lamp was introduced that greatly improves the visibility of the van contents.
- Curator Lindsey Dick oversaw the installation of our 1890's County of Mendocino Map. The Map has been professionally restored and recently framed. It is now on display in the Museum Lobby.
- The Wonacott Room has been outfitted with a flatscreen television that can be used for a variety of presentations and will benefit those using the space.

### **The Museum has been hosting a variety of weekly programs:**

- Fantastic footage of Andree Connor talking about her unique lifestyle living on the Mendocino Coast has been digitized. Multiple programs have been held on Thursday evenings to support the interpretation of this exhibit. Programs have included Macrame key chains, tattoo design and DIY Traveling Fairy Houses.
- The ongoing Wednesday, *History Makes* program featured the Seabiscuit exhibit this month. The Museum hosted guests from Golden Rule Gardens and met with the new president of the Seabiscuit foundation. Families enjoyed making bolo ties, bandanas and stick horses throughout the month of June.
- Staff Assistant, Mary Papadakis, has been collaborating with the library to ensure our book nook is replenished with themed children's books that support our Wednesday program themes.
- The Museum collaborated the FOTMCM to provide outreach programs during the Hometown Celebration event in Willits. The booth was busy all evening with community members decorating their own bandanna.

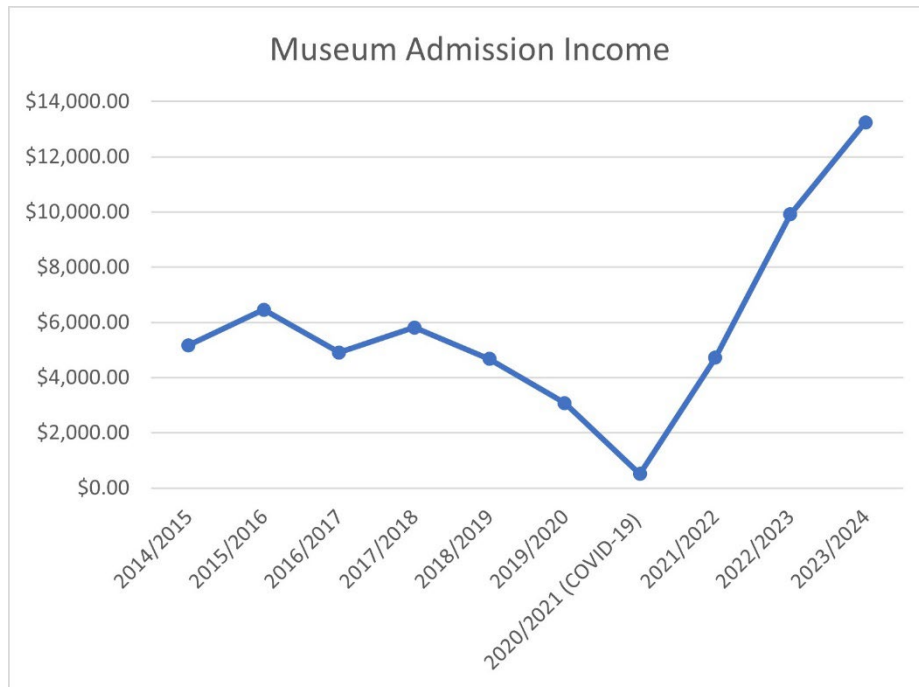
### **A big "Thank You" to the FOTMCM for providing:**

- A variety of advertising promoting visitation to the Museums upcoming programs.
- Ongoing support of Museum Programs.

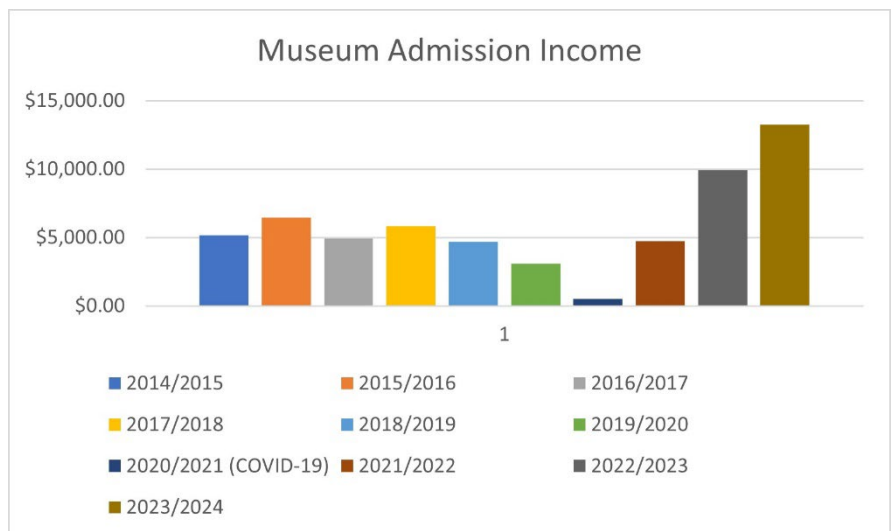
- Strategic Planning for the transition to non-profit management.

### Museum News

- On July 23, Karen Mattson will provide an update to the BOS on the progress of transitioning the Museum to non-profit management.
- On February 6, the Board of Supervisors provided direction to staff to proceed with exploring the feasibility of implementing a new model of operation for the Mendocino County Museum; also directed the Museum Ad Hoc Committee to work with community members on moving the Museum forward along the lines of the Kern County Museum Model. The intent is to bring back a transition plan and Memorandums of Understanding to create a long-term plan between the County of Mendocino, The City of Willits, and other partners. The County aims to gradually reduce reliance on the General Fund for revenue and is working to develop strategies to increase self-sufficiency.



Museum Admission Income	
2014/2015	\$5,174.45
2015/2016	\$6,466.70
2016/2017	\$4,912.25
2017/2018	\$5,816.95
2018/2019	\$4,682.47
2019/2020	\$3,075.48
2020/2021 (COVID-19)	\$516.58
2021/2022	\$4,716.01
2022/2023	\$9,916.92
2023/2024	\$13,248.92



Based on Fiscal Year July 1<sup>st</sup> – June 30<sup>th</sup>





# New at the Museum



MENDOCINO COUNTY  
**MUSEUM**



# JULY-THURSDAY NIGHTS

## The Colli Sisters – Reflections on the Creamery

View recently digitized film footage documenting  
the Colli Sisters at the Willits Creamery

Participate in a  
corresponding featured art  
project!

- Thursday, July 11, 6 – 8 p.m.  
Magnet Magic
- Thursday, July 18, 6 – 8 p.m.  
Wooden Spoon Painting
- Thursday, July 25, 6 – 8 p.m.  
Tin Can Decoupage



*Program cost is \$9.00 and includes Museum Admission. These programs are designed for teens and adults, but all are welcome.*

For more information please contact the Mendocino County Museum.



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Thursday 5-8 p.m. Extended Hours





# HISTORY MAKERS

at the  
Mendocino County Museum



## In the Kitchen-The Colli Creamery

This July, join us for family friendly activities inspired by our permanent gallery exhibits. Visitors are invited to delve deeper into the content of each permanent exhibit monthly by viewing special collections and engaging in themed crafts and activities.

- July 3 - Hold it Right There! - Refrigerator Magnets
- July 10 - On a Roll - Decorative Craft Cut-Outs
- July 17- Serving up - Lunch Grilled Paper Sandwiches
- July 24 - Soups on! - Set the Table
- July 31 - Stuck On You - Magnet Remix



Program attendance is free with the cost of admission. Enjoy free admission on Wednesdays when you show your Mendocino County Library Card at the Museum.



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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	-2,567.18	1,067	171.15%
827700	OTHER	-12,520	-12,520	-12,954.78	435	103.47%
827707	DONATIONS	-18,000	-18,000	-17,945.89	-54	99.70%
		<b>-58,500</b>	<b>-58,500</b>	<b>-63,359</b>	<b>4,859</b>	<b>108.31%</b>
861011	REG SALARY	239,061	239,061	216,887.01	22,174	90.72%
861012	EXTRA HELP	30,000	30,000	9,833.88	20,166	32.78%
861013	OVERTIME	2,500	2,500	1,017.05	1,483	40.68%
861021	RETIREMENT	79,814	79,814	63,988.38	15,826	80.17%
861022	SOC SEC A	13,486	13,486	11,884.71	1,601	88.13%
861023	SOC SEC B	3,435	3,435	3,152.64	282	91.78%
861024	RETIRE COL	3,801	3,801	13,777.83	-9,977	362.48%
861030	HEALTH INS	19,401	19,401	45,099.33	-25,698	232.46%
861035	WC INS	176	176	176.00	0	100.00%
862060	COMMUNCATN	720	720	688.24	32	95.59%
		<b>392,394</b>	<b>392,394</b>	<b>366,505</b>	<b>25,889</b>	<b>93.40%</b>
862062	COMMUNICATION	1,088	1,088	1,087.86	0	99.99%
862090	HOUSEHOLD	1,200	1,200	2,912.56	-1,713	242.71%
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	2,055.04	145	93.41%
862187	TRAINING	750	750	100.00	650	13.33%
862189	CONTRACTS	28,250	28,250	27,661.99	588	97.92%
862229	SOFTWARE MAINTENANCE	800	800	0.00	800	0.00%
862230	INFO TECH	18,771	18,771	17,270.94	1,500	92.01%
862239	OTHER EXP	10,000	10,000	7,087.07	2,913	70.87%
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	41,663.07	8,727	82.68%
		<b>164,811</b>	<b>164,811</b>	<b>150,701</b>	<b>14,110</b>	<b>91.44%</b>
	Total MU MUSEUM	498,705	498,705	453,846.12	44,859	91.00
	Revenue Total	-58,500	-58,500	-63,359.48	4,859	108.30
	Expense Total	557,205	557,205	517,205.60	39,999	92.80
	Grand Total	498,705	498,705	453,846.12	44,859	91.00