



Mendocino County Museum

MUSEUM ADVISORY BOARD

400 East Commercial Street ♦ Willits, CA 95490
(707) 234-6365 ♦ www.mendocinocounty.gov/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, November 5, 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
 - b) Budget Update
6. New Business
 - a) Update on Non-Profit Transition
 - b) Friends Update
 - c) Discussion and possible action -
Bylaws
 - d) Discussion and possible action -Land
Acknowledgment
7. Old Business
 - a) MAB reorganization discussion
 - b) Determine next meeting date

8. Adjournment

Attachments:

- A. MAB Draft Minutes September 11, 2024
- B. Museum Administrator's Report
- C. Year to Date Budget
- D. Land Acknowledgement
- E. Museum Bylaws

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

September 11, 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:** 9:41 a.m.
- 2. Roll Call:** Rebecca Montes, David Poma, Brent Walker, Bruce Patterson, Jim Eddie, Greta Kanne
Not in attendance: Jamie Peters-Connolly and Neeka Aguirre
- 3. Consent Items:**
Motion to Approve Minutes of Previous Meeting: Approved
Brent made a motion and Greta seconded.
- 4. Public Expression:** N/A
- 5. Museum Administrator's Report:** The Steam festival was a great success. The Museum had great visitation and was well staffed by volunteers. Museum programs in September will encourage participation and learning about printmaking.
- 6. New Business**
The Museum is on track to have the Admissions and Gift Shop Agreement drafted and ready for BOS review by the end of October. The FOTMCM encouraged everyone to attend the

upcoming Friends Fall Fest. There was significant discussion about the future of the MAB. As the Museum works to transition to non-profit management it is possible that the MAB could transition to an inter-agency oversight committee. Greta suggested planning a larger meeting to include the Advisory Board, FOTMCM and Strategic Planning Committee. Rebecca discussed creating a visual organizational chart to aid in thinking this through. Ultimately it was decided the the MAB should first adopt the updated by-laws being created first, and plan to have a separate meeting to discuss this further.

7. Old Business

Bylaws: The Bylaws will be added to the next agenda to be voted on by the MAB.

Land Acknowledgment: Karen Mattson and Curator Lindsey Dick will provide the final Land Acknowledgment to be considered for official adopt by the MAB at the next meeting.

Additional Update: Bruce Patterson announced that he will continue to serve on the MAB and will continue to update the ROOTS on museum business. Jim Eddie expressed that more information should be shared about Van Arsdale, Pillsbury and Scott Dams. Karen Suggested we work this into the next Museum Newsletter.

Next Meeting will be held **Tuesday November 5, 2024, at 9:30 a.m.** in the Wonacott Room.

Meeting adjourned at 10:46 a.m.

| OBJECT | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | AVAILABLE BUDGET |
|--------|-------------------------|-----------------|----------------|-----------------|------------------|
| 824110 | Endowment Fund | -9,000 | -9,000 | -10,679.00 | -9,000 |
| 824200 | RENTAL INC | -24,293 | -24,293 | -7,664.81 | -16,628 |
| 826390 | Other Charges | -1,000 | -1,000 | -500.82 | -499 |
| 827700 | OTHER | -12,520 | -12,520 | -3,666.96 | -8,853 |
| 827707 | DONATIONS | -8,000 | -8,000 | -5,523.67 | -2,476 |
| | | -54,813 | -54,813 | -28,035 | -37,457 |
| 861011 | REG SALARY | 180,852 | 180,852 | 58,615.23 | 122,237 |
| 861012 | EXTRA HELP | 22,200 | 22,200 | 7,640.50 | 14,560 |
| 861013 | OVERTIME | 6,090 | 6,090 | 477.91 | 5,612 |
| 861021 | RETIREMENT | 52,850 | 52,850 | 17,165.54 | 35,684 |
| 861022 | SOC SEC A | 11,211 | 11,211 | 3,031.96 | 8,179 |
| 861023 | SOC SEC B | 2,322 | 2,322 | 916.59 | 1,405 |
| 861024 | RETIRE COL | 11,738 | 11,738 | 3,807.67 | 7,930 |
| 861030 | HEALTH INS | 26,882 | 26,882 | 14,118.75 | 12,763 |
| 861035 | WC INS | 158 | 158 | 0.00 | 158 |
| 862060 | COMMUNCATN | 805 | 805 | 207.88 | 597 |
| 862090 | HOUSEHOLD | 250 | 250 | 320.82 | -71 |
| | | 315,358 | 315,358 | 106,303 | 209,055 |
| 862101 | GEN INS | 42,647 | 42,647 | 0.00 | 42,647 |
| 862150 | MEMBERSHIP | 168 | 168 | 0.00 | 168 |
| 862170 | OFFICE EXP | 1,275 | 1,275 | 0.00 | 1,275 |
| 862187 | TRAINING | 250 | 250 | 0.00 | 250 |
| 862189 | CONTRACTS | 1,800 | 1,800 | 0.00 | 1,800 |
| 862228 | Short Term IT Contracts | 100 | 100 | 206.02 | -106 |
| 862229 | Paste Perfect Contract | 920 | 920 | 0.00 | 920 |
| 862239 | OTHER EXP | 5,000 | 5,000 | 796.03 | 4,204 |
| 862250 | TRAVEL IN | 500 | 500 | 0.00 | 500 |
| 862260 | UTILITIES | 53,624 | 53,624 | 8,838.20 | 44,786 |
| | | 106,284 | 106,284 | 9,840.25 | 96,444 |
| | Total MU MUSEUM | 366,829 | 366,829 | 98,786.84 | 268,042 |
| | Revenue Total | -54,813 | -54,813 | -17,356.26 | -37,457 |
| | Expense Total | 421,642 | 421,642 | 116,143.10 | 305,499 |
| | Grand Total | 366,829 | 366,829 | 98,786.84 | 268,042 |

% USED

118.66%

31.55%

50.08%

29.29%

69.05%



32.41%

34.42%

7.85%

32.48%

27.04%

39.47%

32.44%

52.52%

0.00%

25.82%

128.33%



0.00%

0.00%

0.00%

0.00%

0.00%

206.02%

0.00%

15.92%

0.00%

16.48%



26.93%

31.66%

27.55%

26.93%



MENDOCINO COUNTY *MUSEUM*

"Telling Our Story"

Museum Report

November 5, 2024

Museum Administrator, Karen Mattson

Programs, Events, and Exhibits:

The Museum is in the process of installing an exhibit in the Long Gallery; *Mendocino County Museum Telling Our Story: The Timber Industry in Early Mendocino County*. The exhibit will open November 20, 2024, and remain on exhibit through the spring of 2025.

This exhibit features an introduction to the history of the *Frolic* Shipwreck, an event that played a significant role in increasing the awareness of Mendocino County timber and the subsequent establishment of lumber mills on the Mendocino Coast. Introductory text for the exhibit has been provided by Archaeologist Dr. Thomas Layton whose lifelong career has centered around documenting the history of the *Frolic* Shipwreck. The exhibit draws upon artifacts from the Museum collections of Mark Walker, Jim and Ruth MacNamee, and Emery Escola to convey the array of timber products extracted and exported and to highlight the remarkable innovations that supported the growth of the industry. Drawing from the Museum Strategic Plan this exhibit is part of an ongoing effort to increase the quantity and variety of collections on display in the main galleries.

Stone Stories

This year the Museum held a third annual Stone Stories Cemetery Tour in Laytonville. Museum volunteer, Carol Cox began research for the event in early summer. On October 13, a team of 12 Museum volunteers shared the fascinating lives of those that contributed to the development of the Branscomb, Cahto, and Laytonville communities. Laytonville Healthy Start provided chairs for the event and the Laytonville High School Culinary Class outdid themselves by expertly crafting a variety of baked goods, commissioned by the FOTMCM. The Mendocino County Museum *Land Acknowledgement* was read at the event. Over one hundred people assembled at the cemetery and multiple attendees were descendants of those interred at the cemetery. Multiple volunteers contributed their time cleaning the cemetery in preparation. This event was truly a community effort and could not have come to fruition without the team of interpreters, research by Carol Cox, support from local historian Penny Comer, and assistance from Cemetery Manager David Montes, and Museum Staff.

Behind the Scenes Tours

The Behind-the-Scenes Tour program will continue throughout the winter and will feature artifacts inspired by the Laytonville Cemetery event and recent donations of artifacts from Boomers Bar and more. FOTMCM Board Member and Museum Volunteer Carol Jones has been taking the lead on providing adult and community tours. With the assistance of Beth O'Nyon, Brent Walker, Steven Prochter and Curator Lindsey Dick, the Behind-the-Scenes Tour program has taken root and is now available to the public bi-monthly or by advanced reservation.

Museum News

There has been significant progress in the development of a plan for non-profit management to assume operation of the Museum Gift Shop and Front Desk Admission. The agreement will go before the BOS on Tuesday November 5 for review.

History Makers

Due to community enthusiasm, Museum staff decided to expand our *Wonderful Ways to Be Fairy House* Programing. Originally inspired by the Andree Connor exhibit, the Museum held three Fairy House Workshops and invited the community to contribute their completed houses to the Museum Fairy House Scavenger Hunt. (*All houses have been frozen to prevent infestation) The Scavenger Hunt will take place November 6 -December 15.

**Mendocino County Museum
Holiday Hours**



MUSEUM
CLOSED
Normal Hours will resume November 30

NOV. 25 - NOV. 29



 Hours: Wednesday - Saturday 11 a.m. - 5 p.m. | Sunday 12 p.m. - 4 p.m.
400 E. Commercial St. Willits, CA 95490
(707) 234-6365 | museum.mendocinocounty.gov | www.mendocinocounty.gov/museum

Fairy House Programs



Laytonville Stone Stories



MENDOCINO COUNTY
MUSEUM



at the
Mendocino County Museum

NOVEMBER PROGRAMS Every Wednesday! 3:00-4:30 p.m.

**Enchanted Fairy House Scavenger Hunt
during open hours
November 6 - December 15**

**First Saturday November 2 -Free Admission, Fairy Wand Making and
Family Forest Photo Station 1:00-3:30**

- November 6 – Woodland Leaf Creature collage
- November 13 – Crescent Moon Wreath Making
- November 13 5:00 p.m. – 8:00 p.m. – Crescent Moon Wreath Making **Evening Adult Edition (Space limited reserve your spot!)**
- November 20 – Mushroom and Snail Pet Crafting

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



**MENDOCINO
COUNTY** *Museum*
"Telling Our Story"

400 E. Commercial St. Willits, CA 95490 | (707) 234-6365
museum@mendocinocounty.gov
www.mendocinocounty.gov/museum
Wednesday - Saturday 11 a.m. - 5 p.m. Sunday 12-4 p.m.



MENDOCINO COUNTY
MUSEUM



BEHIND THE SCENES TOURS



Winter Edition!



Visitors are invited to tour areas rarely open to the public during this unique program. View collections storage areas, see recently acquired objects, and learn about collections care from knowledgeable docents.



Behind the Scenes Tour Dates:

- Thursday, November 14, 2 – 3 p.m.
- Saturday, November 16, 2 – 3 p.m.

- Saturday, December 14, 2 – 3 p.m.
- Thursday, December 19, 2 – 3 p.m.



Tours are included with regular admission. Space is limited, call ahead and make a reservation early as you will not want to miss this opportunity to explore!



Please note: This program is recommended for adults and children aged 8 and over.



For more information please call 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
Wednesday - Saturday 11 a.m. – 5 p.m. Sunday 12-4 p.m.



More Than a Land Acknowledgement

Since 1972, the Mendocino County Museum has been committed to serving the public through the stewardship of, and access to, our collections. We are dedicated to preserving and interpreting our collections and inspiring awareness of the peoples, communities, and history of our county, and that starts with acknowledging that the first stewards of the land in Mendocino County were the Indigenous Peoples.

We respectfully acknowledge that the Mendocino County Museum is located on the ancestral lands of the Indigenous Peoples of the Little Lake Valley. Mendocino County was built upon the unceded territory of unique and distinct tribes, both federally recognized and unrecognized, including but not all encompassing, the Northern Pomo, Central Pomo, Southern Pomo, Coastal Pomo, Noyo, Manchester-Point Arena Band of Pomo Indians, Coast Yuki, Yuki, Huchnom, Sinkyone, Wailaki, the Wailakis of the Eel River, Yokayo, and Cahto People. We further acknowledge those who were forced here and are now part of the Round Valley Indian Tribes including the Pit River, Nomlaki, and Concow People.

The Native Peoples of Mendocino County are past, present and future stewards of this land. We recognize that the establishment of the Museum and the broader history of colonization have had harmful impacts on Native Americans and their cultures. We are committed to learning from these injustices and working towards a more equitable future.

We honor Native American heritage and strive to tell the accurate history of these tribal communities, including the displacement, migration, settlement, and the attempted genocide that decimated much of our Indigenous populations. This land acknowledgment is a starting point for our ongoing journey towards truth, reconciliation, respect, and healing. We are committed to deepening our understanding of the rich Indigenous History and Culture. Through this acknowledgement we recognize their sovereignty, and we will support and advocate it through the following means:

We will:

Actively seek out opportunities to learn from tribal scholars, elders, community members, and lifeways experts. We will incorporate their perspectives into our exhibits, programs, and educational materials.

Support the Native Peoples of Mendocino County: We will partner with Indigenous communities, organizations, and individuals to co-create meaningful programs and exhibitions that reflect their voices and stories.

Educate the public: We will use our resources to educate visitors about the history of the Indigenous Peoples of Mendocino County. We will challenge harmful stereotypes and promote understanding and respect for their culture.

Encourage all visitors to consider the history of this land and the people who have called it home.

We invite you to learn more about the Native American Tribes of Mendocino County by visiting the links below:

For website, we plan to add links to tribes' websites.

Also a QR code on the physical land acknowledgement that links to the page with all the tribe's information listed.

BY- LAWS OF THE MUSEUM ADVISORY BOARD –

2011 Museum Advisory Committee Established by BOS Agreement August 15, 1970

Founding Members Appointed by BOS Resolution November 16, 1971 Membership Modified by BOS Agreement February 20, 1973 Nominations Modified by Amendment to BOS Agreement September 10, 1975 Membership Modified by Amendment to By-Laws Ratified by BOS Feb. 17, 1976 Membership Modified by Amendment to By-Laws Ratified by BOS May 1, 1979 Name and Membership Modified by BOS Resolution August 14, 2007 Membership and Terms Modified by BOS Resolution August 16, 2011

1. **Museum Board of Trustees:** The People of the County of Mendocino have entrusted the history and heritage of Mendocino County to their Board of Supervisors, which serves as the Board of Trustees for the Mendocino County Museum.
2. **Museum Advisory Board:** The Museum Advisory Board was established in 1970 by an Agreement between the County of Mendocino and the Mendocino County Historical Society and has been modified by agreement, amendment, and Board resolution over the years.
3. **Purpose:** The purpose of the Museum Advisory Board is to review operational policies and to recommend necessary innovations to the Board of Supervisors in connection with the Historical Museum.
4. **Membership and Terms:** The Museum Advisory Board shall consist of nine voting members that are appointed as follows:
 - A. **District Representatives:** Each Supervisor shall appoint, in a timely manner, an advisor from either within or outside his or her district, with the term to coincide with the term of that Supervisor.
 - B. **Organization Representatives:** The Mendocino County Historical Society, and Roots of Motive Power, Inc., Mendocino College, and the City of Willits shall have individual representatives, which are appointed by submitting their nominee(s) to the Board of Supervisors for appointment. Appointments shall be for four-year terms with the terms of the City of Willits and Mendocino College ending in even-numbered years and the 11 of 12 terms of the Historical Society and Roots of Motive Power ending in odd-numbered years.
 - C. The Chief Executive Officer, or his or her designee, shall serve as an ex-officio (nonvoting) member of the Advisory Board.
 - D. The Museum Director, or his or her designee, shall serve as an ex-officio (non-voting) member of the Advisory Board.

Board Members play an important part in supporting the Museum and in order to meaningfully achieve this goal it is important that members attend the majority of meetings.. If a Board Member should miss three consecutive meetings or not attend at least two-thirds of the regularly scheduled meetings for the year the Advisory Board, at the direction of the Chair, Vice-Chair, or Museum Director may choose remove the member and request a replacement who is able to more fully participate.

5. Officers: ~~The Members shall elect a Chair from its membership at the last meeting of the year. The term shall be one year and shall commence at the end of the meeting in which the election takes place:~~

At the first meeting of the year Members shall elect the following officers. The term shall be one year and shall commence at the end of the meeting in which the election takes place.

- a. Chair*
- b. Vice Chair*
- c. Recorder*

6. Meetings: The Museum Advisory Board shall meet at least once during each calendar quarter at the Museum, unless otherwise agreed on by a simple majority of members.

A. The Museum Director with the Advisory Board Chair shall establish an agenda for each meeting at least seven work days prior to the meeting.

B. Special or emergency meetings may be called by the Chair, at the request of a member of the Advisory Board, the Museum Director, or the Mendocino County Board of Supervisors.

C. Executive Sessions for matters such as personnel or litigation may be called by the Chair or another Board member at any time during a regular, special, or emergency meeting.

D. All meetings shall be noticed appropriately and in accordance with the Brown Act of the State of California.

7. Sub-committees: *The Museum Advisory Board may create subcommittees to achieve specific goals or investigate specific topics at the direction of the Chair and/or the Members. Subcommittees may include non-MAB experts, but should not include more than three MAB members.*

8. Quorum: A quorum is ~~five~~ four voting members.

8. Amendments: Amendments may be made to these By-Laws by an affirmative vote of ~~seven~~ six of nine voting members of the Advisory Board.