

22144 #16
El Paso de Robles Area
PIONEER MUSEUM

Board Minutes
January 14, 1999

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CITY MANAGER

JAN 21 1999

CITY OF PASO ROBLES

The regular monthly meeting of the Board of Directors was called to order by President Bob Bryant at 7:00 p.m. at the museum. Other board members present were Jean Sudden, Bonnie Nelson, Milene Radford, Byby Root, Keith Tarwater, Les Hoffman, Paul Ernst, Rod Reuting, Steve Cichorsky, and guest Gary McMaster.

The **minutes** of the previous meeting were approved with a motion by Jean and seconded by Byby.

The **financial report** was distributed and discussed. There was a total amount in the checking and savings accounts of \$23,805.14. A few clarifications on the Income and Expense Statement for 1999 were discussed.

Bob presented bills from A.J. Contractors, Haywood Lumber, P.R. Welding in the total amount of \$570.23. It was moved by Jean, seconded by Paul, that the bills be approved. Passed.

Endowment Fund: Paul moved, seconded by Keith, that the Endowment Committee make a recommendation twice a year to the Board for its approval to transfer funds from the General Fund into the Endowment Fund. Passed. (*Special* donations to the Endowment Fund, after they reach \$500 or more, will be automatically transferred by the treasurer from the Endowment Fund checking account to the Endowment Fund account which has been set up through Blakeslee and Blakeslee.)

Attendance: The attendance for the month of December was 120, including thirty children from the North County Christian School in Atascadero. More school children are coming in January and in February a group of thirty-six people from San Jose will be visiting the museum.

Maintenance Needs: Jean reported that Les and Jay will be working at the museum on Saturday and hopefully they will be able to start on weatherizing the large door. Bob mentioned that the restroom doors need to have handicapped doorknobs. (The kind which unlock automatically when the door is opened from the inside.) The Italian Cyprus need to be topped and Bob will contact Gary. The heating system was discussed. Steve has set the thermostats so they will come on and turn off at 50 degrees. The need for the locked thermostat boxes was discussed and it was mentioned that the purpose was to control the use of the heaters so we wouldn't be having gas bills which were too high to pay. It was mentioned that the main reason for installing the heaters was to help with the condensation problems in the building. Bonnie reported that the gas bill for last month was \$275 and that was before the cold weather set in. We need to be frugal about their use, making sure they are turned off when leaving the building, etc.

Gift Shop: Gary McMaster has taken an inventory of gift shop items and entered them into his computer and put a print-out of it in a special notebook. On a monthly basis, he will use the sales receipts to balance gift shop sales and inventory. (For 1999, we are asking the docents to write out a sales receipt for **all** sales.) The box with the rest of the 1995 *Pioneer Pages* is still missing.

Displays: After the current railroad station exhibit, and to coincide with the area's almond blossoms, Byby is planning to have an almond display and is in need of items to display, especially large items.

Outside Equipment: Paul will be getting a horse-drawn side-delivery hay rake which will be a nice addition to our display.

Workshop: Rod reported that he has repaired and returned a grinder which will run off a belt in the shop. The Pioneer Day queen's carriage which still needs work was discussed. Bob will call Muffy regarding fabric samples. The Pioneer Day's Conestoga wagon wheels need repair and Bob will talk with Tom regarding it. Rod has been patiently waiting for reimbursement for some door handles which Bob will handle, also.

Resignation: A letter of resignation from the board by Terry Minshull was received. Bonnie moved that we accept the letter with regret. It was seconded by Keith and passed.

Roof: Bob reported that if all went well, the holes in the roof should be fixed.

Pole Building: Bob talked with Jess Bentley who has worked on other museum buildings. It would probably cost about \$10,000 for an open-shed (pole-type building) addition to the west side of the buggy barn.. Bob also talked with Nick Gilman about plans. It was suggested that the first part be enclosed. We could do a section at a time. It was moved and seconded that we proceed with plans, specks and cost estimates. The motion was approved.

Copier: Byby asked about purchasing a copier for the museum. This will be discussed further at the next meeting.

Sign: Eldon Root has purchased materials to cut out the letters "PIONEER MUSEUM" to put on the south wall of the museum grounds.

New Book: Henry Twisselman's new book, *Changing Times*, is now available at the museum. He has donated the first ten books for the museum to sell. After the first ten books are sold, we will send the entire amount of the book sales to Henry [and he will pay the sales tax on those].

Grant: The San Luis Obispo grant for which we applied in the amount of \$3,000 for the restoration of the old Pioneer Day films and Paso Robles Inn films was approved on Dec. 15th. The secretary will send a thank-you letter to County Supervisor Harry Ovitt for his part in obtaining this funding.

Museum Promotion: It was moved by Paul, seconded by Keith, that Byby give a "dog and pony show" at one of the Board of Realtors' meetings. Approved.

The meeting was adjourned at 8:40 p.m.

Next meeting: Thursday, February 11, 1999, at 7:00 p.m.

Respectfully submitted,

Milene Ladford
Board Secretary