

Darwin R. Barker Library & Museum Association

Board Meeting Agenda

December 21, 2022 4:00pm

Agenda:

Review of Minutes emailed:

Correspondence:

Treasurer Report: Kitty Crow

Librarian Report: Graham Tedesco-Blair

Curator Report: Max Walter

Town Representative: Chris Schaeffer

Village Representative: Michelle Twichell

Old Business: Open trustee position, 2023 budget review, fundraising update

New Business: health insurance policy, Fredonia Opera House History
Lecture series

Calendar:

Adjourn to Coughlin's:

Darwin R. Barker Library & Museum Association

Board Meeting Minutes

November 16, 2022

Members Present: Jeff Adams, Graham Tedesco-Blair, Max Walters, David Dengler, Mark Twichell, Kathy Petersen, Jon Weekly, Pat Stokes, and Linda Prechtl & Kitty Crow via Zoom

Town Representative: absent

Village Representative: Michelle Twichell

Executive Session: see attached

Review Minutes: Jon moves to accept, Dave 2nds, passed

Correspondence: call from Ann Sullivan re: shoe collection box

Treasurer Report: Kitty is getting up to speed, will meet with BLB for clarification. Maybe we need just summaries of financials for board? Lights & architectural study put museum over budget to date. Mark moves to accept, Jon 2nds, passed

Librarian Report: written plus: Graham is setting up Giving Tuesday. He has rec'd quotes from Mike Jones for replacing all computers (to be funded by Stanley Star & the Friends of DRB). Jon moves to accept, Mark 2nds, passed

Curator Report: written plus: Max has graduated from the CLN. Kathy moves to accept, Linda 2nds, passed

Town Representative: absent

Village Representative: board asked Michelle to look into \$1300 village arrears

Old Business: open house will be held Dec. 17, 2-7pm, with caroling at 4:30. Mural: if approved, permission would be needed from M&T to access wall for work. Budget: budget draft provided for board review. Open trustee position: Margaret Grey declined at this time, Dan Darrell-Sterbak will be contacted

New Business: Trustee Education requirements: 2 hr training needed. Sexual Harassment & Conflict of Interest docs are due. Mark: history documentaries should have recognized Doug's contribution – should we fund more documentaries? The URR video is available on the Chaut Co History website. 2026 college bicentennial coming up – possible FPS support for celebration?

Calendar: December 21, 4pm

Adjourn: Jon moves, Kathy 2nds, passed 5:30pm

Respectfully submitted by Kathy Petersen, sec'y

Darwin R. Barker Library & Museum Association

Librarian's Report

December 21 2022

Art Display – Deb Blodgett has graced us with her fantastic mosaics and beautiful triptychs!

Earbuds – Thanks to the Friends, we now have branded earbuds for sale for \$2 a pair.

New Computers – Thanks to the Friends and Mr. Star, we have replaced every public computer, and every staff computer! These new machines should last quite a while! Additionally, the public machines are equipped with built in wi-fi, so we will not be tied as strongly to the ethernet access points around the library

Cricut Machine – We are learning how to create and make designs, and the potentials are very promising! Major thanks to the Friends for getting us the machine!

Art Rails – Odd mix-up with Gallery Systems, in which they sent us the Gallery One system, rather than the Gallery Classic system, which will function, but also gave us a delay in installation due to waiting for the Gallery One mounting brackets they did not send. Problem has been resolved, clips are now here, and installation will proceed shortly.

Open House – Folks had a wonderful time with the library open later! A number of people enjoyed having access to computers later in the day, and appreciated

our holiday decorations! Big thanks to D'Arsie and Elizabeth for volunteering to work an extra long shift!

Craft Classes – D'Arsie has begun crafting classes on Thursday nights, which have been a major success! You can see her painted bottles on the back mantle

Computer Classes – Libbey had a fantastic month of classes, topics including public sessions about learning to use Libbey (the app) and Pinterest, and on how to locate and use podcasts, in addition to her usual one-on-one tutorials

Email Newsletter – Elizabeth has taken to task with gusto, and we are now reaching a thousand plus patrons with regular updates about our programs, hours, services. We are working on a physical version that can be set out for patrons to take.

Stats:

Total Patrons for the month: 2142

**Total Circulation: 1334 for month, including Adult Books: 527,
Children's Books: 342, and DVDs: 146**

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Curator's Report

December 21 2022

Annual Visitation Statistics

- Yearly totals for 2021: 155 guests signed
- Yearly totals for 2022: 286 guests signed (as of Dec 17)

Exhibits

- Mark Twain in Fredonia opened on December 3rd during Miracle on Main St. Promotional material includes articles written for the Observer and the Barker newsletter, three posts on social media, and an extended description of the exhibit on the website.

Archives

- The archives were busy this year. Highlights include: 11 collections processed, 3 projects managed and supervised, 2 grant applications submitted, and 1 event planned/implemented.
- The website has been updated to include an 'Archives' page. This page currently has three finding aids available (with more to come!), and a form to submit research requests. This research request form streamlines the request process, ensures all requests are addressed, and allows me to collect valuable data to use on grant applications and end-of-year reports.
- Intern Erin Hibbert is continuing her work with the Village Papers Collection. Currently, the collection is 80% processed and the finding aid is 50% completed; the collection will be available for research in the next two months.

Programs

- The Christmas Caroling program was sponsored by the museum during the Open House on December 17. We had about 30 participants, and we marched around Barker Commons starting at 4:30. Refreshments of

cookies, coffee, and hot chocolate were made available from funds granted by the Friends.

Outreach

- On December 13, we had 27 of our paintings and large-format images photographed by Pat Stokes, for the creation of fine art prints to be made available for sale. The photographed subjects include the Examination of a Witch, paintings of the Commons in 1860 and 1977, the 1875 Sanborn Map, and Alvah Bradish portraits.
- Additional Open Hours on Fridays 1-5 have been announced. Extended hours began with the opening of the Mark Twain exhibit, and

Grants

- Application submitted to the Chautauqua County Economic Development Strategic Plan tourism grant for the amount of \$11,500. Awards will be announced by April 1. Items requested will benefit visiting researchers, provide promotional material, and bolster exhibits and our open storage capacity. Itemized list:

Polytab Mural - \$4,200

3 HP Pavilion All-In-One Desktop Computers - \$1949.97

25 Blue-Grey Barrier Board Textile Boxes - \$1455.75

Microfilm Machine Repair (labor & parts) - \$1000

100 Giclee Fine Art Prints of Paintings in the Museum's collection - \$800

2 Exhibit Banners from ArkPrint- \$700

Enhanced Image Prints for Exhibit Use from ArkPrint - \$480

4 Acrylic Lipped Open Book Cradles - \$300

20 Custom T-Shirts from ArtDen - \$220

2 Acrylic Lipped Book Cover Displays - \$64.30

3 Flex Snake Weight Packs - \$61.50