

**Layland Museum Advisory Board Meeting  
Minutes---January 15, 2019**

Roll Call and call to order by Tammy Miller @ 5:00 pm.

**Advisory Members**

P Patsy Downing	P Tammy Miller
A Guy James	P Chloe Northrop
P Trish Kilburn	P Sandra Tinley
P Ron Layland	

**Administration from Museum**

P Jessica Baber  
P Leigh Naylor

Approval of minutes from December 11, 2018.

	Motion	Second	Aye	No	Abstain	Absent		Result
Downing			X				X	Approved as presented
James						X		Approved as amended
Kilburn			X					
Layland			X					
Miller			X					
Northrop	X							
Tinley		X						
<b>X</b>	<i>Motion Carried</i>		<i>Motion Failed</i>					

Approval of Treasurer's Reports for October and November 2018.

	Motion	Second	Aye	No	Abstain	Absent		Result
Downing			X				X	Approved as presented
James						X		Approved as amended
Kilburn			X					
Layland			X					
Miller			X					
Northrop	X							
Tinley		X						
<b>X</b>	<i>Motion Carried</i>		<i>Motion Failed</i>					

Leigh will check on a charge regarding the hotel as part of the overall expenditures for the fundraiser and report back next month.

## PRESIDENT'S REPORT

2019 Friends 104 Funds \$3270.00

The second renewal letter has already been sent out and the last one will go out before the end of the month. Question was asked about the number of memberships in relation to last year and we have come in at about the same as 2018.

### Officer Elections

Every January we hold elections- President and Treasurer.

Nomination of Tammy Miller as President.

	Motion	Second	Aye	No	Abstain	Absent		Result
Downing		X					X	Approved as presented
James						X		Approved as amended
Kilburn			X					
Layland			X					
Miller			X					
Northrop	X							
Tinley			X					
X	<i>Motion Carried</i>		<i>Motion Failed</i>					

Nomination of Chloe Northrop as Treasurer.

	Motion	Second	Aye	No	Abstain	Absent		Result
Downing			X				X	Approved as presented
James						X		Approved as amended
Kilburn			X					
Layland		X						
Miller	X							
Northrop			X					
Tinley			X					
X	<i>Motion Carried</i>		<i>Motion Failed</i>					

### Girl Scout Committee Update

They will meet after the board meeting. Leigh has narrowed it down to two dates in April and two different workshops to choose from and will then begin programming. She has also reached out to Girl Scouts in hopes of getting on their calendar to begin registration soon.

### Call for Board Applications

The city has asked us to remind our board members to be proactive about promoting interest in serving on a city board.

### Long Term Goals Recap

Collection organization  
Inventorying  
Increase Number of Exhibitions  
Restoration of Building

We did get money in our budget to order an additional space-saver for the summer. We are also working on updating components of our Native American gallery. We want to refresh the text panel and display case. Question about new interns coming this summer. We hope one will come back from last year and that we will continue to receive funding from Heritage Assembly. Jessica will follow up with the organization, but our goal is to have two interns by May.

### Monthly Report

Visitors: 142  
Researchers: 2  
Volunteers: 5; 22 hours  
Programs: 4 with 342 attendees

### Railroad Museum

Visitors: 42  
Volunteer: 1; 12.5 hours  
Program: 1; 52 attendees

### Upcoming Events

Calendar was created and given to Friends so they would know what to look forward to in 2019. There will be a program focusing on cookbooks and maybe a recipe swap in February. There is also a local company that makes cheese and is planning on coming and hosting a workshop as well. The first Friends Trip of the year will be to Thurber, TX- W.K. Gordon Center.

The new part-time position has already been offered and accepted by the person. Pending a background check, they will be able to start very soon. The Railroad Museum will now be open Tuesday- Saturday, but with shorter hours than the Layland.

Question of when the next Railroad Advisory Board Committee will meet next. Aaron Dobson and Richard Sikes still working on compiling the RFP. Jessica did a quick overview of what the committee is doing in relation to the expansion project.

Adjourn 5:30 pm