

**Layland Museum Advisory Board Meeting  
Minutes---March 16, 2021**

In absence of President Sherri Bell, meeting was called to order by Treasurer, Teresa Ferens at 5:05 pm.

**Advisory Members**

|                 |                  |                 |
|-----------------|------------------|-----------------|
| A Sherri Bell   | P Ron Layland    | P Linda Wallace |
| P JoAnn Ellis   | P Tammy Miller   |                 |
| P Teresa Ferens | P Christy Morton |                 |
| P Trish Kilburn | A Sandra Tinley  |                 |

**Museum Administration**

P Stephanie Montero – Museum Manager  
P Nicholas Hefner – Museum Assistant

Approval of Minutes for January 19, 2020 with correction to the spelling of “Linda”

|          | Motion                | Second   | Aye                  | No | Abstain | Absent   |          | Result                |
|----------|-----------------------|----------|----------------------|----|---------|----------|----------|-----------------------|
| Bell     |                       |          |                      |    |         | <b>X</b> |          | Approved as presented |
| Ellis    |                       | <b>X</b> |                      |    |         |          | <b>X</b> | Approved as amended   |
| Ferens   |                       |          | <b>X</b>             |    |         |          |          |                       |
| Kilburn  |                       |          | <b>X</b>             |    |         |          |          |                       |
| Layland  |                       |          | <b>X</b>             |    |         |          |          |                       |
| Miller   | <b>X</b>              |          |                      |    |         |          |          |                       |
| Morton   |                       |          | <b>X</b>             |    |         |          |          |                       |
| Tinley   |                       |          |                      |    |         | <b>X</b> |          |                       |
| Wallace  |                       |          | <b>X</b>             |    |         |          |          |                       |
| <b>X</b> | <i>Motion Carried</i> |          | <i>Motion Failed</i> |    |         |          |          |                       |

Approval of Treasurer’s Report, November and December 2020.

|          | Motion                | Second   | Aye                  | No | Abstain | Absent   |          | Result                |
|----------|-----------------------|----------|----------------------|----|---------|----------|----------|-----------------------|
| Bell     |                       |          |                      |    |         | <b>X</b> | <b>X</b> | Approved as presented |
| Ellis    | <b>X</b>              |          |                      |    |         |          |          | Approved as amended   |
| Ferens   |                       |          | <b>X</b>             |    |         |          |          |                       |
| Kilburn  |                       | <b>X</b> |                      |    |         |          |          |                       |
| Layland  |                       |          | <b>X</b>             |    |         |          |          |                       |
| Miller   |                       |          | <b>X</b>             |    |         |          |          |                       |
| Morton   |                       |          | <b>X</b>             |    |         |          |          |                       |
| Tinley   |                       |          |                      |    |         | <b>X</b> |          |                       |
| Wallace  |                       |          | <b>X</b>             |    |         |          |          |                       |
| <b>X</b> | <i>Motion Carried</i> |          | <i>Motion Failed</i> |    |         |          |          |                       |

|                     |              |              |
|---------------------|--------------|--------------|
| <b>January 2021</b> | Fund 81      | \$ 62,558.03 |
| Fund 81             | \$ 61,993.91 | Fund 82      |
| Fund 82             | \$176,804.82 | \$182,374.35 |

**February 2021**

Teresa Ferens requests account titles in addition to fund numbers on future reports. She also asked board members to bring 3 fund raising ideas to the next meeting.

The February Board Meeting was cancelled due to weather. The Board requests in person meetings

beginning next month.

### **Manager's Monthly Report**

#### **January**

Individuals: 286  
Researchers: 1  
Info Requests: 56  
Total Guests: 342

Individuals: 195  
Researchers: 2  
Info Requests: 52  
Total Guests: 249

#### **February**

### **Social Media Update:**

| Month    | Likes/Follows | FB Reach | Engagement | Video Views |
|----------|---------------|----------|------------|-------------|
| February | 3,969         | 1,875    | 489        | 553         |

### **Monthly Report**

A reworked and expanded Scavenger Hunt and a Word Search were introduced over Spring Break.

Have completed interviews for the Museum Educator/Collections position.

On March 16, a front page article and photo in the Cleburne Times Review featured the On the Right Track exhibit and the Railroad Museum expansion.

### **Railroad Museum Update**

An inspection of the HVAC and electrical systems is complete. Gallery ceilings are now 10 feet for a more expansive feel, and we now plan new, matching cases throughout. The Storage area has been added to the project with simple, functional finishes.

A train will be donated if track and supporting shelf can be built around the model train room ceiling. This was not budgeted, so a \$3000 donation is needed. Linda Wallace suggested interchangeable signs on the baggage cars mentioning donors.

### **Long Term Goals – Exhibit Refresh**

We expanded the satellite exhibit at The Depot and temporarily added an additional case.

### **Upcoming Events**

The Railroaders mascot will visit on March 18. Layland will provide a youth activity at Cinco De Mayo. Now that the governor has relaxed some restrictions and once the new Educator is hired, programming will ramp back up. However space is tight due to construction, and social distancing severely hinders our programs until the new museum opens.

Ron Layland appreciated Aaron Dobson's update to the Expansion Committee. He asked when the Layland offices move upstairs. This is postponed until the Railroad Museum project is finished, as the upstairs is being used for storage. Upstairs cannot be used for programs per fire code, but an office is approved.

Motion to adjourn at 5:59 p.m.

|         | Motion | Second | Aye | No | Abstain | Absent |   | Result                |
|---------|--------|--------|-----|----|---------|--------|---|-----------------------|
| Bell    |        |        |     |    |         | X      | X | Approved as presented |
| Ellis   |        |        | X   |    |         |        |   | Approved as amended   |
| Ferens  |        |        | X   |    |         |        |   |                       |
| Kilburn |        |        | X   |    |         |        |   |                       |
| Layland |        |        | X   |    |         |        |   |                       |
| Miller  | X      |        | X   |    |         |        |   |                       |

|          |                       |          |                      |  |  |          |  |  |
|----------|-----------------------|----------|----------------------|--|--|----------|--|--|
| Morton   |                       | <b>X</b> |                      |  |  |          |  |  |
| Tinley   |                       |          |                      |  |  | <b>X</b> |  |  |
| Wallace  |                       |          | <b>X</b>             |  |  |          |  |  |
| <b>X</b> | <i>Motion Carried</i> |          | <i>Motion Failed</i> |  |  |          |  |  |