

**Layland Museum Advisory Board Meeting
Minutes---April 20, 2021**

Call to Order by President, Sherri Bell at 5:22 pm.

Advisory Board Members

P Sherri Bell	A 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

Motion to Send Flowers to Ron Layland

	Motion	Second	Aye	No	Abstain	Absent		Result
Bell			X				X	Approved as presented
Ellis			X					Approved as amended
Ferens		X						Not approved
Kilburn			X					
Layland						X		
Miller	X							
Morton			X					
Tinley						X		
Wallace			X					

Approval of Minutes for March 19, 2020 and

	Motion	Second	Aye	No	Abstain	Absent		Result
Bell			X				X	Approved as presented
Ellis		X						Approved as amended
Ferens			X					Not approved
Kilburn			X					
Layland						X		
Miller	X							
Morton			X					
Tinley						X		
Wallace			X					

Approval of Minutes for Specially Called Meeting on April 9, 2020

	Motion	Second	Aye	No	Abstain	Absent		Result
Bell			X				X	Approved as presented
Ellis		X						Approved as amended
Ferens			X					Not approved
Kilburn			X					
Layland						X		
Miller	X							
Morton			X					

Tinley						X		
Wallace			X					

Treasurer’s Report

Fund 81 (Board) \$ 63,353.49 Fund 82 (Donations) \$183,917.56
Teresa Ferens requests account identification in addition to fund numbers on future reports.

Approval of the Treasurers Report for March

	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					
Morton	X							
Tinley						X		
Wallace			X					

President’s Report

A schedule of meetings and due dates for agenda items was distributed.

Different fund raising options were discussed. Stephanie Montero reminded all that the railroad museum project will take up most of staff time, and the board will need to do the majority of the work. Tammy Miller mentioned that board members could take on many different jobs.

- Auction – either online or in person, or combined with another fundraiser
- Car show
- Letter appeal to large list
- Golf tournament
- Raffle – Not possible due to strict IRS regulations
- Museum Fest – Street fair with the nearest block of Wardville closed

Stephanie will need help planning the opening of the Cleburne Railroad Museum, which may include a festival that could serve as a pilot version of Museum Fest

Motion to Develop a Letter to Send to Cleburne Residents for Donations and Support

	Motion	Second	Aye	No	Abstain	Absent		Result
Bell			X				X	Approved as presented
Ellis			X					Approved as amended
Ferens	X							Not approved
Kilburn		X						
Layland						X		
Miller			X					
Morton			X					
Tinley						X		
Wallace			X					

Teresa volunteered to write a first draft of this letter. Stephanie will send examples.

Manager’s Report

Individuals: 246
 Researchers: 2
 Info Requests: 56
 Total Guests: 342

Month	Likes/Follows	FB Reach	Engagement	Video Views
April	4,240	7,946	682	474

Stephanie thanked those who attended a specially called meeting and unanimously recommended the use of existing memorial bricks for a terrace behind the Cleburne Railroad Museum. She mentioned that this terrace will help link that museum to the Layland Museum and Smith History Center. She regretted the short notice, required by the need to order supplies so that the project stays on schedule.

Hulen Park received The Lone Star Legacy Park Award through TRAPS, a statewide organization of Parks & Recreation professionals. Stephanie researched and helped write the nomination, and expects to be on the team nominating other historic Cleburne Parks for this award in future. This is a great tie-in of the museum’s mission with that of Parks & Recreation.

Board members were encouraged to interact with museum social media posts – like, comment, share.

Upcoming Programs and Events

- Participation in Cinco de Mayo was cancelled due to schedule conflicts but we have committed to participate in 2022.
- Our new Museum Educator starts May 10th

Railroad Museum Update

- Sheetrock is up in the building.
- The design of the window shades does not allow a model train near the ceiling in the model train room, but we will re-visit the idea at a later date.
- All of the equipment, including WIFI security and entertainment, for the Museum has been approved by 4B.
- We just closed the bid for the new display cases for the main area.

Exhibit Refresh

- We packed up our Railroaders museum artifacts, and are in the process of moving them to the new location.

Motion to adjourn at 7:15 p.m.

	Motion	Second	Aye	No	Abstain	Absent	Result
Bell			X			X	Approved as presented
Ellis			X				Approved as amended
Ferens		X	X				Not approved
Kilburn			X				
Layland						X	
Miller	X		X				
Morton			X				
Tinley						X	

Wallace			X					
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