

**Layland Museum Advisory Board Meeting
Minutes – June 18, 2019**

Roll Call and call to order by Tammy Miller @ 5:01 pm.

Advisory Members

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

Administration from Museum

P Stephanie Montero
P Crista Cagney

Approval of Minutes for May 2019.

	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>					

Approval of Treasurer’s Report, April 2019. May did not close in time to be approved.

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

Treasurer was not present, the vote was tabled.

PRESIDENT’S REPORT

Fund 81 \$59,047.46
Fund 82 \$153,395.48

Fundraiser Discussion

Patsy Downing has found someone to manage the car show for free. Stephanie Montero is still waiting to hear from Splash Station to see if the parking lot can be used. The only point of conflict could be if the CHS Swim Team has a meet the same day and time as the Engine #3417 Centennial. Ron Layland suggested to contact Jim Abt who has worked with the CHS swim team. A backup plan is to create a separate event either at the Cleburne Conference Center or Hulen Park on a separate date entirely.

Elevator Fund Discussion

Stephanie Montero has spoken with the finance director for the city and has a meeting with several people later that week, (June 17-21).

Summer Meeting Schedule

Tammy Miller opened the floor for discussion in regards to meeting during the summer months. Traditionally the Board does not meet in summer. It was agreed that meeting on the regular dates of July 16th and August 19th is best for the progression of the Fundraiser. Ron Layland moved to form a Fundraising Committee and nominated Patsy Downing; Tammy Miller seconded. Patsy Downing, Tammy Miller, and Trish Kilburn were elected to the Fundraiser Committee.

Long Term Goals

The project to update the fossil exhibit is underway. The base of the exhibit is built, and ready for the installation of glass paneling along the sides. The wall sign is designed and ready to print and install.

A gun exhibit is scheduled for this fall. Stephanie Montero has planned to contact and schedule a meeting with Chuck Lummus and a colleague who is a gun expert, to assist with assessing and evaluating the gun collection. The grant paperwork that would go towards creating a gun display case is due July 10, 2019. There is great local interest in having more guns on display.

The offsite storage buildings are not yet delivered, but the site is ready for installation. No public purchase bids were received for the track lighting project so staff is now looking for quotes from local companies.

Guy James left for another appointment.

Monthly Report

May Individual Guests: 150

Researchers: 6 in-house, more via email and call-ins

Volunteers: 1 shift; 1.5 hours

Programs: 3 programs, 75 guests

Total: 253 guests

Railroad Museum

May Individual Guests: 127

Volunteers: 15 shifts; 39 hours

Program: 4 programs, 116 guests

Total: 243 guests

Staffing Update

Crista Cagney started June 3rd as Museum Assistant. Thanks to the Board and Heritage Assembly, we received funds for two summer interns. They are in their second week.

A Museum Educator will start July 1st, which will complete the staff. She and Crista are both fluent in Spanish, and we plan to begin offering bilingual signs and labels.

Recent Events

The Golden Spike/Engine 3417 exhibit is on display through the summer at the Railroad Museum and is receiving a very positive response.

At the Layland, Hands on History has seven interactive activities that team with collection displays. It also is receiving a very positive response.

On June 12, we co-sponsored a Buffalo Creek Walk with the library. More than 30 attended.

Upcoming Events

Two workshop series start this week: Throwback Thursdays for children ages 7-11 and Fossil Fridays for children ages 3-6. We have been promoting via social media, flyers, emails etc. The Throwback Thursday workshop is \$5 per child per session, and the Fossil Friday workshop is \$3, which are donations towards the cost of supplies; there are discounts when signing up for the series.

Either July 16th or 25th will be a Friends Tour to the Cowgirl Museum and Hall of Fame in Fort Worth. Another is scheduled for August to see the Dior exhibit at the Dallas Museum of Art. There are four Friends Tours every year.

The contract with RPGA to design the Railroad Museum expansion has been signed and executed. Next steps are the roof replacement and asbestos abatement. Meanwhile, the architect is working on the design.

At the Railroad Museum, we are working on the next Story Train children's program, as well as the centennial celebration for Engine 3417 to be held October 19th at Hulen Park.

Adjourn: 5:46 pm.