**THE KERNERSVILLE MUSEUM FOUNDATION**

**BOARD OF DIRECTORS**

**MINUTES**

**August 9, 2016**

The Kernersville Museum Foundation Board of Directors met for its regular meeting on August 9, 2016, in the Kernersville Museum at 3:00 p.m. The following members were present: Jim Taylor, President, Kay Pinnix, Secretary, Barbara Bull, Mary Cook, Chris Langham, Dale Pennington, Madeline Shepperson, Jessica Bierman, Executive Director, and Kelly Hargett, Assistant Director constituting a quorum. The following members were absent: Chris Thompson John Wolfe, Tom Fulp, Bruce Frankel, Anne Coltrane, and Michael Church. President called the meeting to order at 3:08 p.m.

Minutes for July 12, 2016, meeting electronically transmitted to all members. There being no corrections or additions, Minutes approved as transmitted.

**Treasurer’s Report:**

Mary Cook, reporting in the absence of Tom Fulp, stated there was $14,966.35 in checking and $100,100.77 in money market as of July 31, 2016. Expenses were $1,248.75. Some expenses are utilities and some expenses are connected to renovation which come from restricted funds in the money market account.

**President’s Report**:

Chair, Jim Taylor, stated that the upstairs office is getting organized and has two new desks. A temporary air conditioner is being used until storm windows are installed. Chair reported that heat and air will be installed in the garage. Lowes will donate ½ of lumber and roofing needed for the garage. Mary Cook said that the two new office desks were donated by Greg Ciener.

**Committee Reports:**

**Dale Pennington, Collections Committee Chair**, report having been electronically transmitted, copy attached to official Minutes, reported that her Committee felt it was best to wait until Jessica Bierman formally comes on board in September to review new items.

**Madeline Shepperson, Exhibits and Programming Committee Chair,** report having been electronically transmitted, copy attached to official Minutes, highlighted the following:

* She still needs some volunteers to man slots for the Museum openings on the second Saturday of each month through October.
* Exhibit panels are not staying on the walls. Board discussed possible ways to affix the panels. Jim Taylor suggested getting Chris Thompson involved for permanent strips to be installed. Dale Pennington felt hesitant to do anything permanent at this time. Chris Langham suggested using metal easels. Mary Cook asked if Kelly Hargett could price easels at Staples. Board decided on an allowance of $200. for three easels. Kelly Hargett will use allowance to purchase the easels.

**Jim Taylor, on behalf of Bruce Frankel, Marketing & Membership Committee Chair**, report having been electronically transmitted, copy attached to official Minutes, further reported on the following:

Museum labels have been ordered and board member badges should arrive on Friday He said he would like to see the Museum get ball caps for those giving a donation. Dale Pennington informed the board that there is a minimum order of probably ten caps. Jim Taylor asked Dale to look into cost and colors with Executive Director and Assistant Director. Jim Taylor offered to purchase the ball caps. Kelly Hargett suggested we could also sell the caps.

Jim Taylor reported that the Kernersville News and Chamber of Commerce will publicize the Museum openings and The Kernersville Magazine would also feature the Museum. A press release is going out on Jessica Bierman and Kelly Hargett the end of August.

**Mary Cook, on behalf of Chris Thompson, Facilities and Property Committee Chair,** read the Committee Report to the Board, the same having been distributed electronically, copy attached to official Minutes, reported on the following.

Rain has delayed garage work. We are waiting for new storm windows to be installed. Insulation has been installed in the attic. Mary Cook again mentioned the donation of two desks for the office were donated by Greg Ciener and suggested that board members thank him when they see him. One irrigation head has been repaired. Jim Taylor has contributed four rocking chairs for the front porch.

**Old Business:**

There was no old business

**New Business**:

Mary Cook asked if the board would be interested in sending a sympathy card to Tom Fulp regarding the death of his mother. A donation in her memory could also be given. Board discussed. Mary Cook made a motion to send a card and give a $25. donation to Kerners Folly. Chris Langham seconded. Mary is to take care of sending the card and making the donation from the Board Foundation.

Chris Langham asked about the clock located next to the depot not showing the correct time. Barbara Bull said it was presented to the town by the Rotary Club and has never been maintained. Chris Langham will check with Parks and Recreation about maintenance.

Kelly Hargett has checked on pricing for a computer and phone system for the office. The computer comes with Windows 7 with license to upgrade to Windows 10. Board discussed. Dale Pennington made a motion for Kelly and Jessica to purchase what they need with a budget of $1200. This would include phone, computer, hardware and software. Motion was seconded by Barbara Bull. Motion carried. Dale Pennington suggested getting a credit card from Fidelity bank at some point.

There being no further business before the Board, the meeting adjourned 3:52 p.m.

Respectfully submitted,

Kay Pinnix

Secretary