

MINUTES OF THE MEETING - EMILY KNAPP MUSEUM
May 22, 2019
Brockport Village Offices
127 Main Street
Brockport, New York 14420

CALL TO ORDER: 6:39 p.m.

PRESENT: Bill Andrews, Allan Berry, Karen Owen, Chris McCabe, Sue Savard and Kirstin Gebhardt.

APPROVAL OF MINUTES: Motion made by Bill Andrews, seconded by Chris McCabe that the minutes of the April 24, 2019 meeting be approved as prepared. The motion was unanimously approved.

NEW BOARD MEMBER: The Board welcomed Kirstin Gebhardt who completed a position interest form for the Village. Kirstin is a Village resident. Welcome Kirstin!

COLLEGE AT BROCKPORT BOARD REPRESENTATIVE: Discussion took place regarding the vacant seat on the Board dedicated for a member of The College at Brockport faculty. This is a non-voting member who is intended to serve as a liaison to the College. A motion by Chris McCabe, seconded by Allan Berry and approved unanimously authorized Bill Andrews to explore this issue with the administration at the College so that the position can be filled.

UPDATE ON VOLUNTEER ROSTER: Due to the absence of Dan Burns who is scheduled to staff the Museum on Wednesday evenings there was no report on this topic. Effective immediately meetings will be moved to the ELK conference room to allow Dan to participate and to better allow visual inspection of various items that may be discussed.

UPDATE ON RACK CARDS: Allan Berry distributed a rack card to each person present and informed the Board that the bill has been submitted for payment. A small supply of rack cards have been distributed to the Museum and at the Welcome Center. Allan will distribute the remaining rack cards to the Village Office and to area motels.

HELEN HASTINGS ART GALLERY: Sue Savard provided an update on the project to create a Helen Hastings Room at the Museum. Two additional prints are being framed and the project is moving forward.

Sue Savard asked about producing prints of selected landscape printings. After much discussion it was agreed that Sue will research the cost of having prints made of 4 landscape paintings and the cost of creating 25 Helen Hastings notebooks.

SCHOOL VISITS: Five school visits are scheduled for June on the 10th, 13th, 14th, 17th and 19th. Sue has arranged for volunteers to be able to divide each class into two groups for easier communication and for better supervision. Additional assistance is needed to help with supervision.

OTHER VISITS: A number of other visits are scheduled including the Eastern Star and a book club.

UPDATE ON "NIGHT AT THE MUSEUM": The "Night at the Museum" event went well with all museums reporting excellent attendance. The ELK recorded 160 visitors.

HELEN HASTINGS BOOK: Sue Savard reported that Helen Hastings's Art in a Trunk is now available for sale on Amazon for \$39.00 and will soon be available at other locations.

A motion by Bill Andrews, seconded by Chris McCabe received unanimous approval for Sue to purchase 25 copies of the book for sale at the Museum. The cost to ELK for copies is approximately \$39.00 per book.

CAPITAL IMPROVEMENT:

- Sue Savard recommended that the location of the Helen Hastings Room near the back stairway represents a hazard due to the proximity of the very narrow stairway. Allan Berry agreed to explore a solution with the Village DPW.
- The need to heat and air condition the Museum to help preserve the collection and permit year-round use continues to be a subject of great concern and discussion. Allan Berry agreed to check with Village Board Liaison to the Museum regarding progress relating to insulation, heating and cooling.

ADJOURNMENT: Meeting adjourned at 7:22 pm on a motion by Bill Andrews that was seconded by Allan Berry and unanimously approved.

NEXT MEETING: June 26, 2019 NOTE: The meeting location will change from the Village Offices to the Emily L. Knapp Museum effective with the June 26 meeting until further notice.

MINUTES SUBMITTED BY: Allan Berry, Secretary