

Missoula Board of Trustees

for the Historical Museum at Fort Missoula

Minutes, July 18, 2011

Attending: Michael Fussell, Chair; Alternate; Don Spritzer, Alternate; Robert M. Brown, Executive Director.

Guests: Coby Johnson, President, Friends of the Historical Museum; Nicole Webb, Interim Curator of Collections.

Order: Fussell called the meeting to order at 12:00 p.m. at Building T-1, Fort Missoula. Fussell expressed everyone's sympathy to Brown and his wife Claudia for the death of Claudia's brother-in-law the previous evening.

Public Comment on Non-Agenda Items: There was none.

Approval of Minutes: Spritzer moved and Fussell seconded approval of the minutes of the June 20 Trustee Meeting; motion passed.

Correspondence: Brown noted the letters in the Director's Report.

Executive Director's Report: Brown reviewed his report: Attendance was down but group attendance and special event attendance were up; as a year-end report the total attendance for the year was a whopping 46,643 (probably a record); volunteer hours for the year were an amazing 9,180; the Missoula County High School reunion exhibit was installed by Kim Kaufman with help from Interim Curator Webb and Collections Assistant Bartlett before her retirement; Stories in Stones was lightly attended but with great feedback; the June 21 lecture was a success and Brown reminded everyone of this Tuesday's lecture; the Education Department has instituted Tuesday and Thursday docent programs in selected outer buildings and Johnson commented on the difficulty some people have in getting through the sprinklers; there was lots of publicity – mostly for the 4th of July; and 4th of July figures are not in yet but should be available for the Friends board meeting in August.

Old Business:

- Brown reported that the T-1 projects are coming along and after the meeting gave those in attendance a tour of the improvements.
- The Executive Director's Performance Evaluation Form was completed and Fussell will submit it to Missoula County Human Resources.
- Citing Missoula County's Chief Executive Officer's opinion that the current structure of the Board is adequate and proper, the question was dropped.
- In light of recent developments, Brown requested that action on the new Research Policy be tabled until Webb can take a look.
- Spritzer asked if there had been any applications submitted for the Preserving Missoula County's History Grant; Brown replied that he had sent out several forms but had not received any applications yet.

New Business:

- Board updated members on the status of the search for a new Curator of Collections. The job posting closes on Wednesday, July 20. The Missoula County Human Resources Department will screen those that meet the minimum qualification. Brown hopes to receive the applications by Monday, July 29. he will review, sort, and prioritize. He hopes to start telephone interviews in early August, on-site interviews in mid to late-August, and hire someone by the end of August. Fussell agreed to serve on the interview committee; Johnson will attempt to if her health allows, if not, Vice-President Jody Ratchford will be asked.
- Brown reviewed the developments regarding the Trolley Barn, Library Car, track extensions, and trucks. Brown has hired a contractor to finish the exterior and is taking bids for the painting. Mac Palmer, Mike Seitz, and Scott Kuehn are leading the way on the track extension and there are numerous options for using the trucks we currently have.

Comments: There were no comments.

Claims: There were no claims.

The next regularly scheduled business meeting will a week later than usual because of the Fair, it will be on August 22, at noon, in Building T-1 at Fort Missoula.

Fussell adjourned the meeting at 12:37 p.m.

A tour of Building T-1 followed.

Drafted 7/18/11, Robert M. Brown