

## **Rock Springs Historical Museum Board Meeting**

**Wednesday, October 9, 2019, at 5:30 P.M.**

**Rock Springs Historical Museum**

**201 B. Street Rock Springs, WY 82901**

- Call to Order – The meeting was called to order at 5:35pm
- Roll Call: Present – Joe Barbuto, Liz Strannigan, Mandy Camphouse, Breanna Jackman, Bonnie Cannon, and Matt McBurnett.  
Absent: Jon Harwood and Sharon Gray were absent.
- Approval of Minutes: Bonnie Cannon moved the September 2019 minutes be approved as presented. Liz Strannigan seconded. The minutes were unanimously approved.
- Introductions: There were no introductions
- Correspondence: There was no correspondence.
- Treasurer's Report
  - Board Projects: 5,614.12: Matt reported the amount is probably closer to \$7000 as the city just closed its books for the year.
  - Prior Fiscal Year Donations: 2,500.00
- Council Liaison's Report: There was no report as David Tate was not present.
- Museum Report (including collections)
- Old Business
  - Chinese Massacre Interpretative Display: Joe reported he has reached out to several artists but has no firm commitments. Liz suggested reaching out to the WWCC for assistance.
  - Witches Day Out Oct. 12: Trina with the URA, Liz and Bonnie will help hand out bags. The event takes place from 11am to 2pm.
  - Halloween Stroll Oct. 26: Joe, Sharon and Liz can help. Several volunteers are needed to help stuff bags.
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  - Decorate the Museum for Christmas Nov 25: Museum staff will start decorating the Monday prior to Thanksgiving.
  - Small Businesses Saturday Nov. 30: Jennifer and Matt will follow up with signage city signage requirements.
  - Santa at the Museum Nov. 30: Santa will be at the museum the 4 Saturdays prior to Christmas.
  - Letters to Santa at the Museum Nov. 30<sup>th</sup> - Dec. 21: Mandy will purchase 500 postcards so the letters can be acknowledged. Breanna, Mandy and Bonnie offered to sign/address the cards.
  - Lighted Holiday Parade Dec. 7: The Grinch is the theme. Liz moved and Bonnie seconded 500 cookies be purchased. The motion was unanimously approved. Jennifer remembered 250 cookies and 200 hot chocolate packs were used last year but we ran out of cookies. Liz suggested we have that information at hand going forward so we know how many cookies to purchase.

- Take Down Christmas Jan. 7: Volunteers will be needed.
- Walking Tours: Jennifer reported the museum plans to offer more tours next year as the cemetery tours have proved to be very popular. Joe suggested perhaps walking tours of downtown bars and bordellos could be offered.
- Plaque for Tree: Janice will take care of placing the plaque in memory of her daughter.
- Stage Station Clean Up: Jennifer hopes this project can take place next spring. Liz offered that the Boy Scouts might be able to help.
- New Business
  - Ideas for Branding: the board had a brief discussion about enhancing the museum's branding through means other than the Halloween bags. Suggestions included, stickers, a sandwich board display, having a display for Small Business Saturday, utilizing a kiosk near the UP caboose in the summer. Jennifer and Matt will check with the city on their regulations on signage.
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- Announcements: None
- Adjournment: The meeting adjourned at 6:23pm.

Submitted by Bonnie Cannon

**Next Meeting:**

**Wednesday, November 13, 2019, at 5:30 P.M.**