

City of Pacific Grove

Museum Board

Minutes of March 11, 2015 Regular Meeting

Present: Board Members Heidi Zamzow, Stephanie Atigh, Blake Matheson, John Pearse (Chair)

Chair Pearse called the meeting to order at 5:00 p.m. in the City Manager's Conference Room.

1. **Agenda Approval.** The agenda was approved by 4-0 vote upon motion by Atigh, second by Matheson.

2. **Public Comment.** None

3. **Approval of Board Minutes.** Upon motion of Atigh, second by Matheson, the minutes of the January 14, 2015, regular meeting were approved by a 4-0 vote with one correction, specifically, that the title of the minutes reflect the date of the meeting, January 14, 2015.

- 4A. **Correspondence.** None

- 4B. **City Council Liaison Comments.** None

- 4C. **Museum Director's Monthly Report.**

Interim Director Jeannette Kihs reported that the rodent issue is being addressed, and the situation is definitely better. The water damage caused by winter storms has been repaired.

January was a record month for visitors at the Monarch Sanctuary.

January and February were busy months for the Museum with a lot of changes to the facilities. The steps are now striped for greater safety. There is a new flag flying.

The attendance door counter device was removed to obtain more accurate attendance information. Staff has determined that there was a 46% variable in the numbers obtained from the device. For example, in April 2009, the door counter reflected 70,000 visitors when the number was closer to 35,000. The Museum is now using personnel to count attendance.

Between July and December 2014, 74% of the visitors were Monterey County residents and 26% of the visitors live outside of the County.

Upon motion by Atigh, second by Matheson, the Director's report was accepted by a vote of 4-0.

4D. City Manager's Report.

City Manager Frutchey reported that deferred maintenance work continues at the Museum. The repairs to the balcony will begin in Fiscal Year 2015, beginning July 1 due to the cost shown in the Engineer's Report. There will be a delay in refinishing the wood floors because the job requires closure of the Museum for 2 weeks in September.

4E. Board Chair's Report.

Pearse reported that he is a part of the Science Advisory group that numbers about 20 members. The group will be holding planning meetings to establish the purpose and composition of the group. The first organizational meeting will be on May 1.

5. Unfinished Business. None

6. New Business.

Matheson spoke for the entire Board in saying that he was "amazed but not surprised" by the quantity and quality of Tama Olver's work in preparing the summary report of Museum statistics for 2014. The question presented to the Board was what, if anything, should be presented to the City Council.

Unfortunately, the report will now need to be revised to take into account the necessary reduction in the attendance numbers (caused by the mechanical door counter) and changes in terms that are no longer being used.

Kihs suggested that she provide some edits of the report for consistency of the terms used and accuracy of attendance numbers and then send the edited report to Tama for her to review and present to the Board at the May meeting.

Upon motion by Atigh, second by Pearse, the Board voted 4-0 to accept Kihs' offer to edit and transmit the report to Tama Olver for her review and presentation to the Board at the May meeting.

The meeting was adjourned at 5:45 p.m.

Next Board meeting: May 13, 2015.