

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

June 20, 2024- Meeting Time 12:00 pm

Valdez City Council Chambers– 212 Chenega Ave. & Zoom

Mission Statement

The Valdez Museum preserves, presents, and interprets the heritage and culture of Valdez, the Copper River Basin, and Prince William Sound, Alaska.

1. Call to Order/Roll Call
2. Introduction of Guests
3. Public Business from the Floor
4. Board Education Moment (10 minutes)
5. Mission Educational Moment (10 minutes)
6. Approval of the Minutes for May 16, 2024, pp. 3 - 4
7. Approval of Financial Report as of May 16, 2024 pp. 5 - 8
 - a) May Financial Statements
8. New Business
 - a) Accept Recent Cash Donation for their donor-intended purposes pp. 9
 - b) Recent member/donor assignments pp. 11
 - c) Audit presentation by Madison Davis, discussion, and approval of final report pp. 13
 - d) Museum collections deaccession report, discussion and approval of items selected for deaccession
 - e) ED Search report on progress-to-date and adoption of next steps
 - f) Roadhouse event planning and progress-to-date discussion
9. President's Report
10. Staff Reports pp. 17 - 22
11. Committees
 - a) Committee Reports— (15 minutes)
Finance (Jim), Collections (Rich), Board Development (Gary) Fundraising (Michelle / Donna) Membership (Michelle), Strategic Planning (Gary), Advocacy (?), Building (?), Native Gallery (?) Endowment (Inactive) By-Laws Committee and ED Search Committee
12. Committee Business from the Floor or Board Member Discussion/Ideas
13. Adjournment

Upcoming Committee Meetings

ED Search Committee, Finance Committee

Next Meeting: July 18, 2024

Dates to add to your Calendars

Museum on Egan and Museum on Hazelet Summer Hours

Museum open 9 am to 5 pm, Sunday through Monday

Emerging from the Melt closes June 23, 2024
Artistry of the Alaskan First Peoples opens June 28, 2024

Core Purpose

Preserve Regional Culture

Core Values

Honor the Past, Legacy, Heritage

Education

(Knowledge)

Integrity, Authenticity

Community

(Relevance, stewardship, surrounding towns and village part of our local community)

Entertainment

(Fun, engagement)

Meeting Agreements

W.A.I.T. - Why Am I Talking, Why Am I Not Talking

Shared airtime

Practice active listening

Focus on ideas, not people.

Use “I” statements

Assume positive intent.

What is learned here leaves here.

Embrace discomfort.

Shared responsibility for a good meeting

Raise hands.

Be present and on time.



**MINUTES VALDEZ MUSEUM & HISTORICAL ARCHIVE
ASSOCIATION INC.**

**MEETING OF THE BOARD OF DIRECTORS
May 16, 2024, 2024 - 12:00 pm**

Valdez City Council Chambers– 212 Chenega Ave. & Zoom

1. **Call to Order/Roll Call:** Gary Minish called the meeting to order at 12:11 pm.
Members present: - Michelle Cullen, Gary Minish, Linda Guthrie, Richard Dunkin, and Karen Allred.
Members excused: - Martha Barberio, Nanci Hill, Jim Shirrell, Dan Gilson
Guests: - Faith Harris, Executive Director of VCVB.
Staff present: - Faith Revell.
2. **Introduction of Guests:** Faith Harris of the VCVB attended to share summer tourists' happenings and offer support to the Museum's collaboration with the cruise ship industry.
3. **Public Business from the Floor:** None.
4. **Board Educational Moment:** The directors were asked how the Executive Director could better present and inform the VMHA BOD on the financial state of the Museum. A discussion ensued with big picture questions the BOD had about the finances.
5. **Mission Educational Moment:** Ms. Revell presented an update on the joint project with the City of Valdez and VMHA to create high quality signs at Old Town. There are 18 new signs with QR codes to create a guided walking tour of the Old Valdez Town site.
6. **Approval of the Minutes for April 18, 2024:**
Motion: Richard Dunkin motioned to approve the minutes, seconded by Karen Allred.
Discussion: Linda Guthrie stated for the record to clarify the narrative of the minutes that were discussed during last month's Board Education Moment, that she only imagined a *coffee shop* in a new museum and not a *café*.
Vote: All members present voted to approve the discussed minutes. None Opposed. Motion carried.
7. **Approval of Financial Report as of April 18, 2024:**
Motion: Michelle Cullen motioned to approve the financial report, seconded by Gary Minish.
Discussion: Ms. Revell added that the annual appeal income continues to grow. The Alaska State Arts Council grant was received, and the proceeds will be used for the current and summer temporary exhibits and associated programs.
Vote: All members present voted to approve the discussed financial report. None Opposed. Motion carried.
8. **New Business**
 - a. **Accept Recent Cash Donations for their donor-intended purposes:**

Motion: Richard Dunkin motioned to approve recent cash donations for their donor-intended purposes, seconded by Linda Guthrie.

Discussion: None.

Vote: All members present voted to approve the recent cash donation discussed. None Opposed. Motion carried.

- b. **Recent member/ donor assignments:** 13 total / Donor Thank You cards have been signed and distributed.
- c. **Cruise ship POCs impact on Museum operations and budget:** 28 cruise ship POCs are scheduled to arrive in the Port of Valdez this summer. They positively impact the Museum's budget. Premier Alaska Tours works with many of the cruise ships and the Museum to offer guided tours during shore excursions and provide bulk tickets and admission to both Museum sites. Old Towners give talks around the model as part of the POCs, too. Volunteer OT presenters are requested to share their stories on May 17 and May 22.
- d. **Executive committee session to discuss ED search progress to date and next steps:** The executive position has been re-opened and the job description re-posted on Museum related websites with a slight change in the JD. It now says, "open until filled" in lieu of giving a closing date. The remaining two top candidates from group one were sent a letter asking them to be patient while we review any new candidates. The committee will meet next Tuesday, May 21 to go over a shorter interview question set, consider any new applications, and take an initial look at a contract to offer to candidates.

9. **President's Report:** None

10. **Staff Reports:**

11. **Committee Reports:**

Finance Committee: None. **Fundraising Committee:** Roadhouse will meet next Thursday May 23 5 pm at Egan Commons. **Strategic Planning Committee:** None. **Native Gallery:** none.

12. **Committee Business from the Floor or Board Member Discussion/Ideas:** \

Next Board of Directors Meeting: June 20, 2024 – 12:00 p.m. at the Valdez City Council Chambers
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13. **Adjournment:**

Motion: With no further business before the Board, Linda Guthrie moved to adjourn the meeting at 1:50 pm, seconded by Karen Allred.

Discussion: None.

Vote: All members present voted to adjourn, none opposed. Motion Carried.

Signed _____ Date _____
Michelle Cullen, Secretary, VMHA

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION INC.

Financial Report

Submitted by Faith Revell, Interim Executive Director

May 2024

Summary: For your review, I have provided three statements: Budget v. Actual for 2024, Statement of Activities Previous Year Comparison, and Statement of Financial Position Previous Year Comparison. All reports are as of May 31, 2024.

Budget vs. Actuals: FY2024 As of May 31st, **earned revenue**, stands at \$29,852 and 14% of the budget. In comparison to last month's report, earned revenue stood at \$3737.88 and 1.74% of budget. The amount reported in May reflects a significant increase. The rise is directly linked to the arrival of cruise ships to Valdez, increased admissions, store sales and presenter and guide fees. The operating budget for earned revenue in 2024 is \$214,765. We still have considerable ways to go to meet projections and many more cruise ships to welcome to the Port of Valdez in the coming months.

Grants. Foundation grants remain the same as last month and total \$2500. These tie to the United Way grant received for the year. State of Alaska grants, and in particular, the ASCA grant that supports Museum changing exhibitions and related programs has arrived. It totals \$4600 and is being divided up and used for the current exhibit at the Museum, *Emerging from the Melt* and the summer show, *Artistry of the Alaskan First Peoples: Echoes of Tlingit, Eyak, and Sugpiaq Culture in Sculptured Heritage*. For the latter, the Museum will bring artist Kaaax Tseen to Valdez to make presentations and give workshops. Other portions of the grant monies will cover the cost of shipping work from Juneau.

Donations income shows a slight increase in the month of May and currently stands at \$2235.00 compared to last month's total of \$2085.00. We are at 13+% of budget. Like **Donations** income, **Fund development** has increased slightly from April to May and now stands at \$10,130. The 2024 annual appeal campaign continues to grow incrementally. In April the year-to-date total was \$3370.00. In May, the appeal totaled \$3590.00. **Memberships**, including both renewing and new, have increased slightly during the reporting period and sit at 34% of budget. Increasing donations and memberships are both potential areas of growth that Museum Board and Staff can foster and influence directly.

Earned revenue from store sales has increased significantly in May and totals \$4405. Last month store revenue stood at \$881.29. Sales are currently 8.3% of budget. Projected earnings from store sales may be too high for the year, and require adjusting expectations when drafting the 2025 budget. What are selling and are popular with shoppers are books, jewelry, puppets and toys, body and bath products and magnets.

Total cost of Goods Sold is \$5221 in the month of May. Current totals are 17% of budget. What we are doing differently this year, is buying store inventory in larger quantities so that product is readily available when cruise ship passengers and other visitors make a Museum stop and shop. **ON the expense side, credit card fees** are growing as store sales do, but are small compared to the overall annual budget of \$5000. They stand at 11% of the yearly projection.

Interest Income. The Phyllis Irish Memorial Fund's CD remains at 100% of budget.

Expenditures

Total expenditures to date stand at \$256,562 and 33% of the annual budget. Notable costs incurred during the year to date are attributed to personnel and utilities.

Net operating revenue is \$54,854 and 51% of budget.

Utilities are tracking in total at 34% of what is budgeted for 2024. Electric costs came in at 26% of budget and as of this report, sit at \$9808.00. Heating oil costs sit at \$10,946.00 and 45% of budget. We will continue to monitor the cost of utilities closely to determine the impact of the new HVAC system at the Egan site. Balancing the new system in concert with that of the Consortium Library will take place in July.

Personnel expenses come in at \$163,940 compared to last month at \$130,349. As of the end of May expenses are 33% of budget and we are at 41.53% of the way through 2024. Personnel expenses will show an increase in June with the hire of a Lead Attendant and an Administrative Marketing Coordinator.

Dues and subscriptions total 49% of budget. Renewals often fall in the first part of the year. They total \$6178 presently with a budget of \$12,500.

ED Recruitment. \$1314 of the budgeted \$10,000 allotted for ED recruitment has been spent. Monies have gone to advertising the job on a variety of fee-based sites.

Statement of Activity Comparison for the first 5 months of 2023 and 2024

At the time of this report net operating revenues shown are at \$73,199.00 compared to \$9,426 in 2023. Expenditures closed out at \$237,831 in 2024 compared to last year's total of \$309,659. This variation can be attributed in large part to lower personnel expenses and lower utility costs in 2024. Utilities stand at \$20,110 as of May 31st of this year compared to \$28,031 in 2023.

Grants: The COV quarterly grant remains at the same amount as last year, totaling \$267,500, with two quarters of grant monies received to date, and the 3rd quarter grant soon to arrive. **Foundation Grants** reflect receipt of United Way Valdez funds totaling \$2500 this year, the same amount received in 2023. A reminder here, that last year we had \$8241 in foundation grants in hand at the end of April. These, included monies from a Museums Alaska Grant, that were specific to a 2023 project that supported the re-organization of the fine arts collection and is complete. The Museums Alaska Grant was not included in the 2024 budget. So there is no shortfall in foundation grants in the 2024 projections. **State of Alaska grants** (ASCA) that total \$4600 were received and reported..

Fund Development: Fund development (annual appeal, membership and donations) totals \$9930 at the end of May and a little less than noted in 2023 during the same reporting period. Then, totals amounted to \$10,847.

Admissions: General admission fees to date sit at \$9067 compared to \$18,836 in 2023, in essence half of last year's total through May. This could reflect in part the Museum's closure during the first quarter of the year. General admissions are important to track as the year unfolds. We should consider adjusting 2025 projections when crafting next year's budget.

Bulk admission fees, in contrast to general admissions, are significantly higher in 2024 than in 2023. Currently, they stand at \$9793 compared to \$2490 in 2023. These fees continue to grow with the arrival of cruise ships to Valdez. In 2025 the number of Viking cruise ships will double and other cruise ship lines with whom the Museum doesn't currently have a relationship, will grow. With these additions there is potential for revenue growth and bulk admissions could soar. The 2025 budget should reflect these anticipated changes and potentially large increases in revenues born out as a result.

Store Sales Museum store sales in 2024 are approximately one half of last year's totals during the same period, but they are growing. They stand at \$4396 in 2024 compared to \$9311 in 2023. As mentioned earlier in the report, store sales are important to watch. If they continue to be less than projected as the year unfolds, the 2025 budget should adjust accordingly.

Statement of Financial Position Previous Year Comparison as of May 31st, 2024

As of May 31st, 2024, total liabilities and equity for the Museum stand at \$1,934,668 compared to 2023, where totals amounted to \$1,687,877.

Bank accounts total \$478,133 at May's conclusion compared to \$309,277 in 2023.

Currently the funds in our bank accounts exceed the FDIC insurance limits of \$250,000. Museum staff and the VMHA auditor both recommend that insurance be acquired to cover the funds that exceed the FDIC limit. This will be addressed in the finance committee meeting and the meeting of the BOD in June during the auditor's report.

Phyllis Irish Fund is up 3% in 2024 and sits at \$70,970 compared to \$68,901 in 2023.

The Museum Endowment Fund posts at \$1,322,350 compared to \$1,244,821 in 2023.

Equity: Due to the findings in the 2021 audit, I am reporting monthly on the equity balance. Chaz Lyons indicated that it should not fluctuate from month to month. Equity should stay the same. The opening equity Balance is \$11,429.62. There has been no change from last month.

See attached Financial Statements for reference.

Valdez Museum & Historical Archive Association Inc.
Item 8a Accept Recent Cash Donations

Description:

The Board of Directors should review and approve donations received. The attached list shows cash donations received since the last board meeting. The list also shows if there is a donor-imposed restriction to the gift (i.e. for a special project). When the board approves these gifts, it also approves using them for the donor's purposes. If the board does not intend to use the gift for the donor's purpose, the board should not accept the gift.

Board Action to Be Taken:

Accept cash donations for their donor-intended purposes.

Director/Committee Recommendation:

The Executive Director recommends approving all the donations shown.

Agenda Item Submitted by Faith Revell, Executive Director

Date: June 12, 2024

**Valdez Museum & Historical Archive Association Inc.
Transction Report May 2024**

	Date	Name	Description	Amount line
Fund Development				
Donations Income				
Unrestricted				
	May 2024	Dorothy Moore	Donation	\$150.00
Total for Unrestricted				\$150.00
Total for Donations Income with sub-accounts				\$150.00
Total for Fund Development with sub-accounts				\$150.00

Valdez Museum & Historical Archive Association Inc.
8b Member Assignments

Description:

Each month, the Board of Directors makes an effort to contact and thank people who have recently joined, upgraded, renewed or made significant financial donations to our organization. By doing this, we hope that associate members and donors feel appreciated, have an opportunity to ask questions of the board members, and become more connected to our organization.

Board Action to Be Taken:

Volunteer to contact one or more of the people on the attached list.

Director/Committee Recommendation:

NA

Agenda Item Submitted by: Faith Revell, Interim Executive Director

Date: June 12, 2024

**Valdez Museum & Historical Archive Association Inc.
Member Assignments**

MAY RENEWALS

Greeting	Level
Douglas Fulton + Jeanne Passin	Dual
Robert + Lydia Rountree	Dual

MAY NEW MEMBERS

Greeting	Level
None	None

Valdez Museum & Historical Archive Association Inc.

Item 8C

VMHA Audit Presentation by Madison Davis

Board Action to Be Taken:

Madison Davis of Newhouse & Vogler, Certified Public Accountants, makes an independent auditor's report to the Board of Directors on Financial Statements for years ended December 31, 2023 and 2022 that includes: results, financial statements, footnotes, letter to the Board of Directors, and letter to management. The presentation is followed by discussion and approval by the Board of Directors.

Director/Committee Recommendation:

NA

Agenda Item Submitted by: Jim Shirrell, BOD Treasurer

Date: June 12, 2024

Valdez Museum & Historical Archive Association Inc.

Item 8D

**VMHA Collections Deaccession Report and Recommendations for
Disposition**

Board Action to Be Taken:

Report on VMHA collections selected for deaccession, followed by discussion and adoption of items slated for disposition

Director/Committee Recommendation:

NA

Agenda Item Submitted by: Rich Dunkin, Collections Committee Chair

Date: June 12, 2024

Valdez Museum & Historical Archive Association Inc.

Item 8 E

Executive Director Search Report and Next Steps

Board Action to Be Taken:

Report to the BOD by the Search Committee Chair, Martha Barberio, on progress to date on the Executive Director search. Discuss candidates and adopt next steps in the process.

Director/Committee Recommendation:

NA

Agenda Item Submitted by: Martha Barberio, Vice President, BOD VMHA

Date: June 12, 2024

Valdez Museum & Historical Archive Association Inc.

**Item 8F
Roadhouse Planning**

Board Action to Be Taken:

Report on the planning progress to date and discuss next steps to take regarding the Roadhouse event

Director/Committee Recommendation:

NA

Agenda Item Submitted by: Michelle Cullen, Secretary, BOD VMHA and Co-Chair Roadhouse Committee

Date: June 12, 2024

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION INC.

Executive Director's Report Submitted by Faith Revell, Interim Executive Director

May 2024

"What I dream of is an art of balance." —Henri Matisse

Museum staff are working on balancing active and passive work in a changing environment. Members connect warmly with visitors and a burgeoning public as peak season arrives and make time to tackle the quieter duties of writing reports, paying bills, planning for events and dreaming of the future.

Program of Work for the Reporting Period:

Staff and operations: Oversee Museum operations that adapt to a changing environment and the arrival of peak season and increased admissions. Support a responsive system that meets the needs of staff and BOD and integrates strategic planning, good communication and productiveness. Encourage Museum Board and Staff to function as a team. Provide safe and accessible facilities. Focus on short and long term goals.

Board Interface

- Prepared the June BOD packet and circulated it to BOD members in advance of meeting
 - This includes crafting the agenda, writing agenda descriptions and producing three reports
- Convened with the full Board on May 16 and with committee members focused upon collections, fundraising, finance and the search for a new Executive Director.
- Partnered with BOD on ED search, interview format and revised question set.
 - Created zoom meetings and re-posted the ED JD on appropriate job sites
 - Facilitated zoom meeting set up and interview

Finance

Planned for a finance committee meeting on June 17 and prior to the monthly BOD meeting. It will integrate a presentation by auditor Madison Davis and discussion of the Museum's financial statements, footnotes, letter to the board of directors, and letter to management.

Fundraising and Grants

- Documented annual appeal yields-to-date. They total \$3590 with the fundraising goal at \$4000.
- With Curator Caren Oberg, designed a plan for how to divide and spend ASCA funds that total \$4600 and are slated to support *Emerging from the Melt*, along with the summer show and its associated programs. As a reminder, the ASCA funds were applied for in 2023, but notification of the award and receipt of monies waylaid until April of 2024.
- Renewed the VMHA annual subscription to Givesmart, the software program that has been used for a few years for the Roadhouse event. The annual renewal has increased to \$2699, but includes additional modules that could help recruit and document members and be used for improved online donations and crowd funding. The new program goes into effect in late July.

Collaborations with COV

- Partnered with COV, contractors and project manager Brad Sontag on final aspects of HVAC construction at the VMHA. The balancing of the joint Museum and Library system has been shifted forward and is now scheduled for July.
- The trailer and both connex storage units, employed during construction, have been removed from the Museum site
- Continued to work with COV, Martha Barberio and Corvus Design on final review of Old Town interpretive sign content

Outreach

- Welcomed seven cruise ships into the Port of Valdez during the months of May and early June
- The Museum offers bulk rate admissions to Viking and Silversea cruise lines. In May they totaled \$9674. In addition, the Museum yielded \$2000 in presenter and guided tour revenue for the month.

Marketing

- Contracted with Danny Tapp to make changes to the Museum website, social media, and print. In addition, Danny assists with creating the BOD packet and links, and loads all to the BOD portal.

Hiring and Personnel

- Interviewed and hired a new Administrative Marketing Coordinator who will start work in July
- Hired one new attendant and interviewed candidate for the position of Attendant Lead. Additional interviews are planned.

F REVELL VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION INC.

Curator of Education & Public Programs' Report Submitted by Faith Revell, Curator of Education & Public Programs May 2024

Reporting period: May 8 to June 11, 2024 Total contacts: **845**

Overview: During this period, we returned to summer hours at both Museum sites and welcomed overland visitors and cruise ship guests, then toured them round the region, teaching about this remarkable place. Elementary school children made their end of year pilgrimage to both Museum sites. Palmer high school students and members of the LDS church visited with teachers and parents. Plans for walks and talks and new exhibits began and are well underway.

Education

All second and third grade classes and their teachers visited the annex site in May. This has become an annual ritual and great foundation for students learning about local history. And a heartening example of teachers seeing the value in doing so.

Two groups of Palmer students and members of the Church of Latter Day Saints visited the Museum for the first time with the Valdez HS English teacher as coordinator. Some participated in a Visual Thinking Strategy (VTS) session that focused upon works displayed in *Emerging from the Melt*. What a terrific group of young people.

Programs and Exhibits

The summer and fall slate of Old Town and New Valdez walking tours has been scheduled. These free tours will begin later in June and conclude in mid-September.

Faith and Caren worked together on the summer exhibition, including its budget, artist residency, and associated programming. The show, *Artistry of the Alaskan First Peoples: Echoes of Tlingit, Eyak, and Sugpiaq Culture in Sculptured Heritage* will feature Tlingit artist Kaax̄ Tséen's models of Alaska Native dugout canoes. This is one of the first times the Museum has exhibited the work of an Alaskan Native artist. We are hopeful that the Valdez Native Tribe with whom we have a growing relationship will visit and view the work and possibly host an event tied to the show and the arrival of the artist in Valdez.

Outreach and Collaboration

Cruise Ship POCs and Museum interface. The Museum welcomed seven cruise ships during the month of May and early June. Nineteen guided tours were given to cruise ship guests along with one Old Town talk round the model. The latter was graciously given by Gary Minish. Thank you!

The Museum's Bubble wands and big bubble making are always a hit. For the second year, the Museum has loaned the buckets and wands to the Consortium Library—this year to support the summer reading program kick off.

Administration, Planning and Institutional Teamwork

All Museum staff are working hard and brilliantly and always moving towards excellence.

<u>DATE/PROGRAM</u>	<u>E</u>	<u>ED</u>	<u>PP</u>	<u>OR</u>	<u>R</u>	<u>V or IP</u>	<u>#PART</u>	<u>VOL</u>
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May

11 Nieuw Amsterdam POC				x				
14 ED search mtng	x					x	1	6
15 2 nd grade field trip		x					x	19
16 BOD meeting	x					x	x	2
17 Silversea POC tours (1)				x			x	46
20 2 nd grade field trip(s)		x					x	38
20 3 rd grade field trip		x						35
21 ED search mtng	x					x		1
21 2 nd grade field trip		x					x	19
22 Viking POC tours (2)				x				61
26 Viking POC tours (3)				x				96
28 ED search mtng	x					x		1

June

3 LDS field trip		x					x	22
4 LDS field trip		x					x	22
4 ED search mtng	x					x		1
5 Silversea POC tours (6)				x				261
8 Grand Circle Tour (1)				x			x	6
10 Givesmart mtng	x					x		1
10 Marketing mtng	x					x		1
11 Viking POC tours (6)				x				164
11 Viking POC OT talk				x			x	7
11 ED search mtng	x					x		1
12 ED candidate interview	x					x		4

E, meetings, events	=	13
ED, education	=	153
PP, public programs	=	
OR, outreach	=	641
R, rentals	=	
<u>VOL, volunteers</u>	=	<u>38</u>
Total contacts	=	845

Explanation of CATEGORIES: x

E, museum events, meetings; ED, education: PP, public program; R, rental; RO, outreach, includes cruise ship guided tours; V, virtual; IP, in person.

VALDEZ MUSEUM & HISTORICAL ARCHIVE ASSOCIATION INC.

Collections & Exhibitions Report

Submitted by Caren S. Oberg, Curator of Collections & Exhibitions

June 2024

I. EXHIBITIONS

- The next exhibition is *Artistry of the Alaskan First Peoples: Echoes of Tlingit, Eyak, and Sugpiaq Culture in Sculptured Heritage*. This exhibit will showcase Tlingit artist Kaaḡ Tséen’s models of Alaska Native dugout canoes. There are 12-14 different types of dugout canoes, each shaped and stylized differently based on the culture (Tlingit, Eyak, or Sugpiaq). Labels and pictures will be placed with the models to discuss these differences. The exhibit opens June 28.
- The Valdez Native Tribe has their Missing and Murdered Indigenous People’s display in the Native Gallery. This display is installed in May for MMIP awareness month and remains up through summer.

<i>Exhibits in Egan Commons</i>	Emerging from the Melt	Artistry of Alaskan First Peoples	Cynthia Morelli - Ceramics
Exhibition Dates	Apr-Jun 2024	Jun-Sept 2024	Sept 2024-Jan 2025
Contracts	Complete	Complete	Complete
Budget Planning/Grant Writing	Complete	Complete	Not Started
Curating (working with artists to form the exhibition themes, ideas, and decisions about pieces)	Complete	In Progress	In Progress
Drafting text (for labels)	Complete	In Progress	Not Started
Visual mockup of exhibit	Complete	In Progress	Not Started
Marketing materials (manage development)	Complete	Complete	Not Started
Coordinate volunteers for install/deinstall	Complete	Not Started	Not Started
Exhibit Installation	Complete	Not Started	Not Started
Exhibit deinstallation	Not Started	Not Started	Not Started
Exhibit shipping preparations	Not Started	Not Started	Not Started
Coordinate shipping of sold artwork	Not Started	Not Started	Not Started

II. COLLECTIONS

- Submitted a Grants-In-Aid (GIA) grant through the State Museum to obtain funds to contract with elders and knowledge keepers who can review and better identify objects in our Native Alaska Collection (92 objects). Such consultation work is in line with new NAGPRA policies.
- Collections committee met on May 20 and made the following decisions:
 - Identified several items for deaccession
 - Clarified that accessioning/cataloguing backlog of items which have been acquired but not further processed is a high priority as this leads to better access for the public, researchers, and exhibition development.
 - Confirmed that items submitted to the Museum for acquisition are reviewed and approved for inclusion into the collection (or not) by the Collections Committee during each quarterly meeting. This had been the case in the past and I asked the Collections Committee to re-acknowledge this as the Committee returns to quarterly meetings.
- We are rehousing objects taken off exhibit during the post-HVAC refresh. We are learning that many of these objects had never been put into Past Perfect, do not have spaces waiting for them in compact storage (and we must determine how to make space), and, in several cases, do not appear to have accessioning paperwork (these are namely objects that were brought into the collection in the 1970s). This situation is quite common when removing items from older exhibitions. But is also a reason why exhibitions should be changed relatively often to ensure the collections items are correctly accounted for and there is room to correctly store and preserve *all* of the collection.

III. RESEARCH and PHOTO REQUESTS

- Research requests include:
 - Information about Solomon Gulch and the Midas Mine for the Alaska State Archaeologist office
 - Genealogy information for a family submitting a Pioneers of Alaska Application
 - Genealogy information, specifically a marriage notice or certificate for grandparents married in Valdez in September, 1911
 - Request for more information about a photo purchased at a Roadhouse event.

Valdez Museum & Historical Archive Association Inc.
Visitor Service

Admissions

May 2023		May 2024		+/ -
Free	230	Free	308	Free +78
<i>*Bluestar</i>	108	<i>*Bluestar</i>	0	<i>*Bluestar</i> -108
Paid	1695	Paid	1042	Paid -653
Total	2033	Total	1350	Total -683

Store Sales

May 2023	May 2024	+/ -
\$7023.00	\$3514.00	-3509.00

What data is included in the above totals?

Paid admissions include the following categories:

- Adults
- Alaska residents
- Military
- Seniors
- Youth (14 through 17)
- Cruise ship passengers

Free admissions include:

- * Blue Star
- Children, 13 and under
- Museum members
- NARM members
- Ticket purchased at the annex
- Cruise ship tour bus (billed separately from Square)
- School field trips
- Attendees at free Museum events