



MUSEUM OF THE ALEUTIANS

(907) 581-5150 • 314 Salmon Way Unalaska AK 99685 P.O. Box 648 Unalaska AK 99685 • www.Aleutians.org

Minutes for regular Board Meeting August 20, 2020

5:00 pm on Zoom.us

*The Museum of the Aleutians shall collect, preserve, and share
the rich cultural legacy of the Aleutian Island Region.*

Call to Order. Meeting called to order at 5:03pm

Roll Call and Recognition of Visitors.

Board Members:

Present: Shayla Shaishnikoff, Melissa Good, Suzi Golodoff, Erin Reinders, Sandra Moller

Absent and excused: Ann Nora Ehret and Sharon Lind

Staff: Ginny Hatfield

No Visitors

Approval of agenda. Suzi Moved and Sandra seconded, Agenda was approved unanimously

Approval of minutes. Suzi moved and Shayla seconded, minutes approved unanimously following corrections

Financial and resource report: Hatfield presented the financials

Staff Reports: Hatfield gave staff report

Board Seat: Missy will resign at the next meeting. Board will recruit new board members. A September 15 deadline was set for applications to be reviewed at the next board meeting.

Board Office Positions –President and Treasurer:

Missy is stepping down so board will need to elect a new president

Erin Reinders was elected Treasurer

Other business

Date and time of next meeting. September 17, 2020, 5pm via Zoom

Public Comments: none

Adjournment: 5:48

Board Chair: _____

Date: _____

9/29/2020



MUSEUM OF THE ALEUTIANS

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Minutes for regular Board Meeting July 16, 2020

5:04 pm on Zoom.us

The Museum of Aleutian shall collect, preserve, and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:20pm

Roll Call and Recognition of Visitors.

Board Members: Shayla Shaishnikoff, Melissa Good, Ann Nora Ehret,

Absent: Erin Reinders, Sharon Lind, Suzi Golodoff

Staff: Ginny Hatfield, Thomas McLenigan, Billie Jo Gehring

No Visitors

Approval of agenda. Approved

Approval of minutes. Moved by Sandra and seconded by Ann Nora

Financial and resource report: Gehring presented the financials

Staff Reports: Hatfield gave directors report

Sandra Moller mentioned that Hatfield should double check on the agreements with the City regarding the Municipal Cares funding and reporting requirements. Hatfield will follow up.

Board Office Positions – Secretary and Treasurer:

Shayla nominated Sandra Moller for Secretary. Ann Nora second

Land Recognition: Hatfield talked about adding land acknowledgement to our website and having a statement for events. Shayla will assist in construction of this statement.

Date and time of next meeting. Aug 20, 2020, 5pm by Zoom

Public Comments: none

Adjournment: 6:07

Board Chair: _____

Date: _____

9/11/20



MUSEUM OF THE ALEUTIANS

(907) 581-5150 • 314 Salmon Way Unalaska AK 99685 P.O. Box 618 Unalaska AK 99685 • www.Aleutians.org

Minutes Special Meeting June 30, 2020

5:00 pm on Zoom.us

The Museum of Aleutian shall collect, preserve, and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:05pm

Roll Call and Recognition of Visitors.

Board Members: Ann Norah Ehret, Sharon Lind, Erin Reinders, Melissa Good

Absent: Sandra Moller, Shayla Shaishnikoff, and Suzi Golodoff

Staff: Ginny Hatfield

Board moved into executive session

Move out of executive session

Adjournment: 5:50pm

Board Chair: _____

Date: _____

July 10, 2020

Ann Nora Ehret (May 2021), Suzi Golodoff (May 2022), Melissa Good (May 2021), Shayla Shaishnikoff (May 2021), Sharon Lind (May 2020), Sandra Moller (May 2022), Erin Reinders (2020)



MUSEUM OF THE ALEUTIANS

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Minutes for regular Board Meeting June 18, 2020

5:04 pm on Zoom.us

The Museum of Aleutian shall collect, preserve, and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:20pm

Roll Call and Recognition of Visitors.

Board Members: Shayla Shaishnikoff, Missy Good, Suzi Golodoff, Ann Norah Ehret,

Absent: Erin Reinders, Sharon Lind Sandra Moller

Staff: Ginny Hatfield

No Visitors

Approval of agenda. No changes, approved

Approval of minutes. Suzi moved to approve and Shayla seconded

Financial and resource report: Ginny presented the financials

Staff Reports: Hatfield gave report

Board Office Positions – Secretary and Treasurer: Postponed the election of these officer positions

Cruise Ship Schedule: Cruise ships have canceled

Re-Opening: Plan to reopen on July 7

Other Business: Missy suggested adding Shayla as a signor for checks.

Date and time of next meeting. July 16, 2020, 5pm by Zoom

Public Comments: none

Adjournment: 5:57

Board Chair:  Date: July 18, 2020



MUSEUM OF THE ALEUTIANS

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Minutes May 21, 2020

5:10 pm on Zoom.us

The Museum of Aleutian shall collect, preserve, and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:20pm

Roll Call and Recognition of Visitors.

Board Members: Ann Norah Ehret, Sandra Moller, Shayla Shaishnikoff, Missy Good, Suzi Golodoff,

Absent: Erin Reinders, Sharon Lind

Staff: Ginny Hatfield, Billie Jo Gehring, Drennan McLenigan,

Visitors: Peggy McLaughlin, Anntouza Sedjo

Approval of agenda. No changes, approved

Approval of minutes. Missy moved to approve, and Sandra seconded

Suzi noted an error in the footer. This was amended and minutes approved with amendments

Financials: Billie Jo presented financials.

Director Report: Hatfield gave report

Other business:

Cruise Ship policy and MOTA: Peggy McLaughlin talked to the board about the City of Unalaska and their position on cruise ships. Missy moved that the "Museum of the Aleutians is closed to the public until at least August 1st." Seconded by Ann Nora. Passed unanimously.

Seat Terms are 3 years. Reappoint Sharon to a 3 year term, 2023

Officer Terms

- Chair: Melissa Good was nominated by Suzi for Chair, Sandra moved to close nominations. Seconded by Ann Nora. Approved unanimously
- Vice-Chair: Sandra nominated Shayla, Missy seconded. Board approved unanimously
- Secretary: Sandra nominated Ann Nora, Ann Nora declined; Sandra nominated Sharon Lind. The Board decided to hold off and decide later.

Date and time of next meeting. June 18, 2020, 5pm by Zoom

Board Chair: _____

Date: _____



MUSEUM OF THE ALEUTIANS

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Minutes April 16, 2020

5:10 pm on Zoom.us

The Museum of Aleutian shall collect, preserve, and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:20pm

Roll Call and Recognition of Visitors.

Board Members: Ann Norah Ehret, Sandra Moller, Shayla Shaishnikoff, Sharon Lind, Missy Good, Suzi Golodoff,

Absent: Erin Reinders

Staff: Ginny Hatfield, Billie Jo Gehring

Additions / corrections to the agenda. Missy asked to add something about getting notices out to the public about our meetings.

Approval of minutes. Minutes approved with amendments. Sharon moved to approve and Missy seconded. Any discussion...? Some minor typos. Approved with amendments. Sharon moved. Sandra Seconded

Finance Report Billie Jo presented financials. Profit & Loss Budget vs Actual have individual contributions high because we added the exhibition position in that account code, but now have a special account code for that position. General Income: the cultural resource income was 26,725 but really is 7,895 and the rest is an In Kind donation to the Rossia Project. We have adjusted that. Fundraising income is at 88% of our budget, everything looks good for FY. We just changed \$6000 to the Art Acquisition category and \$600 for baskets from Agnes Thompson. This will impact our balance sheet – we will increase our purchased art collection for our audit and insurance claims. We have updated our records and let the auditors know. We are working on the 990 forms. Billie Jo will try to come up over the summer to start next audit.

Sandra, funding questions: With COVID 19 there are means to recover losses ... Rasmussen made 2 million available and the CARES act. Ginny will investigate all opportunities for relied funding. Sandra, state may have funds available and recommended we pay attention to other businesses and opportunities they provide.

Ginny talked about PPP and the application process. She also talked about EIDL through SBA. Ann Nora, recommend that we apply. Billie Jo said that the KeyBank personnel in Snohomish are lining people up for that second round and making sure all the paper work is ready. The fact that Cherry is saying to wait is probably not right. Missy favors that we contact other personnel. Missy moves and Sharon seconded that we move forward with PPP. Board approved by unanimous vote for Ginny to apply for the PPP loan.

Director Report:

See Attached report

Community Art show is moving towards a virtual format with Chrissy Roes working on a video Not sure if we will open. We will stay closed through the end of May. We are following the city for opening guidance.

Dwight Hwang exhibition has been pushed back. Sharon asked, "what if we get to the point that we have to cancel due to travel and costs." Ginny said we have the funding from OC and TAC for Dwight's exhibit, but we may push it to next summer for health and safety and funding reasons. RAVN going bankrupt does increase our costs for airfare for these exhibitions.

Suzi recommended we not jump the gun to open. We should take care of our extended community which is all the people in this region. Missy agrees, that there is no rush to open our doors. If we open for Hwang exhibit June 13 does not seem feasible. Ginny said we are talking about September maybe for Hwang. Ginny does not have a problem keeping the doors closed.

Suzi asked if Drennan is still planning on coming out. Ginny said he is still planning on coming out May 28th

Shayla asked about contributions and how to do a membership and could not find it. Missy, does our membership count as donation. Ginny thinks so. Sharon also could not find the link. Ginny will look into it.

Other business:

Suzi mentioned the Museum needs extra support and wants the board to brainstorm how can we help the Museum as board members. Encouraging friends and colleagues to invest or help.

Sharon recommended an article in the Aleutian Current. Hey we are in tough times and we need help Ann Nora-timing is critical with most population not at work and asked now is challenging. Suzi agrees. Sharon mentioned that the next newsletter for Aleutian Current would be fall and that it is not a good time to ask. Sandra believes this is the perfect time to ask. What they see in Anchorage is a coalescence of people wanting to help. Sandra suggested looking at membership and bundle with a discount. But a membership now and get half off next year. Missy suggested trying to find a way to contact cruise ship passengers to see if they would invest in next seasons cruise season by purchasing gift cards now

Sharon recommended we contribute to The Aleutian Wave. Missy thought the Museum should have a section in The Aleutian Wave. We can do history and archaeological research. Publish synopsis of research periodically or each year. Review of peer review research published somewhere. Suzi recommended an "On this day in history" series. Bring the research of others to social media and other avenue

Move in to Executive Session at 6:18pm
No action taken in executive session
Out of Executive Session at 6:39

Ginny offered to provide board members with coupon codes for internet usage. The Board approved

Adjourned at 6:43pm. Missy moved, Ann Nora seconded

Date and time of next meeting. May 21, 2020 5pm by Zoom

Board Chair: Sharon Lind Date: July 18, 2020
Board Director: _____ Date: _____



MUSEUM OF THE ALEUTIANS

(907) 581-5150 • 311 Salmon Way Umataska AK 99685 PO. Box 618 Umataska AK 99685 • www.Aleutians.org

Minutes March 26, 2020

5:15 pm at the Museum of the Aleutians

The Museum of Aleutian shall collect, preserve, and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:20pm

Roll Call and Recognition of Visitors.

Board Members: Via Zoom, Suzi Golodoff, Shayla Shaishnikoff, Ann Nora, Sharon Lind Sandra Moller, Missy Good, *present. Erin Reinders absent*

Staff: Ginny Hatfield *and excused.*

welcome and Introduction of Shayla to the board of directors *Shaishnikoff*

Additions / corrections to the agenda. Move the financial report to occur before directors report.

Approval of minutes. Minutes approved with amendments. Sharon moved and Missy seconded.

Finance Report Billie Jo presented financials. Sharon asked what kind of games we sell, Ginny and Billie Jo explained it was pulltabs; Ginny explained the ROSSIA project cultural resources income with IN KIND contributions; Sharon asked about how to contribute a membership to the Museum, Ginny said staff is adding that to the website; She also inquired whether all board members were members and saying that some boards require that, Ann Nora mentioned that all board members should be making a financial contribution. Certain grants require actually financial contributions, of any amount. Ann Nora mentioned we are listed as Pick.Click.Give; the board discussed the different member levels and Sharon mentioned that we should be writing to Corporations and describe our situation and ask for annual Corporate Memberships. Our Museum preserves our Aleut Heritage and many people active in the Aleutian fly through here. Board Members should be sending addresses and names to Ginny and Suzi. Need to send a brochure to the corporations for them to issue a check. Sharon ~~Berenin~~ *Borenin* of Chugach Corporation, Alaska for example might be willing to contribute. Billie Jo discussed where we are with the Audit. Missy asked about budget projections for this FY and this summer and next FY. Billie Jo said auction, admissions, daily sales and gaming will be reduced from COVID19. It is bare bones. Sharon asked if the Board approves the FY budget. Ginny said we approve it with the City Grant. Sharon wonders what will change with the budget. Missy said we should wait before revising.

Director Report: Museum is following City on when we will reopen; financially, we are ok; For April, we are missing out on \$4000 from Daily Sales in April and from the canceled Cruise Ships in May; Ginny will work out those estimates

Ann Nora asked about our online store. Ginny said we are putting store back up on the internet but is worried about the risk to customers and staff for curbside or delivery; Sharon asked how much the store makes in sales, Ginny said it is making roughly speaking about \$4000 / month but with cruise ships, between \$2000-4000 from sales

Ginny talked a little about Cuseums webinar and the social medial objectives . Meg working on a virtual tour of our galleries. Goal to keep the Museum in peoples minds

Suzi asked Ginny to talk about the new Education and Outreach Manager. Thomas Drennan McLenigan and his arrival at the end of May.

Suzi asked about the Community Art Show. Ginny mentioned that is up to the Aleutian Arts Council. She also mentioned we cannot uninstall the current exhibit without the help of city and do not want to put

Ann Nora Ehret (May 2021), Suzi Golodoff (May 2022), Melissa Good (May 2021), ~~Janice Krukoff~~ *shayla shai* (May 2021), Sharon Lind (May 2020), Sandra Moller (May 2022), Erin Reinders (2020)



Museum of the Aleutians

PO Box 648 • 314 Salmon Way • Unalaska, AK 99685
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Meeting Minutes of February 6, 2020

Call to Order: Meeting was called to order at 12:00 noon.

Roll Call and Recognition of Visitors:

Board Members: Suzi Golodoff, Ann Nora Ehret, Erin Reinders, Melissa Good were present. Sandra Moller and Sharon Lind were absent and excused.

Staff: Ginny Hatfield was present.

Additions / corrections to the agenda: There were none.

Approval of minutes. The minutes of January 30, 2020 were approved without any needed changes.

At 12:15 PM, the board moved into executive session for the annual Museum Director's evaluation, and to review the Museum Director's contract. Ginny was given a very positive evaluation, and her three year contract was negotiated and approved. The board came out of executive session at 2:00 pm. A motion to approve both the evaluation and the contract was made by Ann Nora Ehret and seconded by Melissa Good. The motion passed unanimously.

Other business: None.

Date and time of next meeting: were not set.

Public Comment. None.

Adjournment. Meeting adjourned at 2:30 pm

Board Chair Cheryl [Signature] Date: 3.26.2020

Board Director: _____ Date: _____

(vocal approval via zoom by board)



Museum of the Aleutians

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Meeting Minutes of January 30, 2020

Call to Order: Meeting was called to order at 5:02 PM

Roll Call and Recognition of Visitors:

Board Members: Suzi Golodoff, Ann Nora, present.

Sandra Moller, Missy Good, present via teleconference.

(Absent and excused: Erin Reindeers, Sharon Lind)

Staff: Ginny Hatfield, present. Billie Jo Gehring present via teleconference.

Additions / corrections to the agenda. None

Approval of minutes. The minutes of September 26 were approved without any needed changes. ✓

Financial report: Billie Jo and Ginny gave us a thorough overview of the financials and answered all questions.

Staff report: Ginny briefly went through her report. She spoke of the need for the board to review and finalize our remaining core documents before the December 2020 deadline. She also needs us to review our Institutional Plan and Collections Policy, and take up a discussion about any Museum expansion / capital projects up ahead. She also went over the 2019 Collections Report, to let us know what progress has been made, and what is underway. Suzi asked how far along we are with the 20 year inventory, knowing it is a big undertaking, and Ginny told us perhaps 10 percent.

Discussion and approval of the Annual City Grant Request and FY2021 Budget:

Discussion ensued about the grant request and budget. Missy asked Ginny to clarify the \$10,000 set aside for a new 'part time' position. Ginny explained it will go to pay numerous individuals on an as-needed basis, such as part time bookkeeping, and some of our volunteers, such as guides on the visitor buses and help when we have cruise ships in. Discussion ensued about volunteer help and the need for docents. Sandra asked that we make sure to recognize the volunteers we have throughout the year, to make sure we thank them, and perhaps even do so in some public way. Discussion ensued about our continued situation of being short staffed,

and of our continued hope for an Exhibits Manager. Ginny told us she'd lined up a temporary exhibit specialist to come in to handle all the layout, graphics and installation for the upcoming fish print exhibit. The approach of using a fellowship to give us needed professional help is also still being considered. Discussion ensued on the grant narrative and Ann Nora noted some needed updates regarding artwork and displays at the Iliuliuk Clinic. Discussion ensued on the budget. We are asking for the same amount as last year. Sandra stated her appreciation of all the work involved in the grant request and budget, and how it reflects all the things the Museum does. Suzi asked for a motion to approve the FY 2021 Budget and Community Grant Request. Sandra made the motion and Melissa seconded. All were in favor, the motion passed, and the budget was signed.

Other business: None.

Date and time of next meeting: The Board will meet again on Thursday February 6th at noon, at the Library Conference Room, to go over the annual Executive Director's Evaluation and Contract.

Public Comment. None.

Adjournment. Meeting adjourned at 6:04 pm

Board Chair:  Date: 2-6-2020
Board Director:  Date: 2-6-2020





MUSEUM OF THE ALEUTIANS

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Minutes September 26, 2019

5:15 pm at the Museum of the Aleutians

The Museum of Aleutian shall collect, preserve and share the rich cultural legacy of the Aleutian Island Region.

Call to Order. Meeting called to order at 5:17pm

Roll Call and Recognition of Visitors.

Board Members: Suzi Golodoff, Erin Reindeers, Janice Krukoff, Ann Nora, Sharon Lind (telephonic). (Absent: Sandra Moller, Missy Good)

Staff: Ginny Hatfield

Special Fun Facts: Suzi never been to Akutan, Ginny worked on an archeologic site in France, Sharon is a fly fisherman, Ann Nora is a Navy Brat whose dad was career Navy, Janice is five foot tall and was starting five at Washington State University in 1978, and Erin participated in textile research in Ecuador.

Additions / corrections to the agenda. None

Secretary appointment. Sharon moved to appoint Erin, Janice seconded. Approved.

Approval of minutes. Minutes changed to reflect only secretary, and correct name. Janice moved to approve with corrections, Ann Nora seconded. Approved.

Short review and lessons learned from our September 6th Foraker training. Suzi attended. Suzi had a positive experience, learned a lot. Board should think about big picture, and planning with mission in mind. Ann Nora asked for feedback from Ginny. Ginny confirmed that we are not micromanaging. Janice thought it was good to have all non-profits come together. One idea is annual meeting of the non-profits. No formal action taken.

Board Engagement. Director help is needed (committees?) for financial outreach and fundraising, our November 2nd Auction, membership outreach, etc. Board should help finances by providing time, services, an/or fundraising. Potential idea is ad-hock committee. November 2nd is fundraiser, doors open at 6pm, board members to help with set up. No formal action taken.

Staff reports. Added back page to include how much we earn from visitors in addition to the visitation. This is useful with ferries and cruise ships. 175 people attended the 20th anniversary celebration. The celebration was all inside. Exhibition Manager Positon was not filled, but now we are considering a fellowship in connection with University of the Arts. Support from others,

Ann Nora Ehret (May 2021), Suzi Golodoff (May 2022), Melissa Good (May 2021), Janice Krukoff (May 2021), Sharon Lind (May 2020), Sandra Moller (May 2022), Erin Reinders (2020)

such as OC and the Aleut Corporation would be necessary. This not be as effective as full time employee. Staff is talking with Unisea for conveniently located housing. Staff is going out from to Atka before the Annual Auction. No formal action taken.

Finance and resource report. Budget is being updated. Admissions are looking good, and corporate “asks” are planned for January. Sandra asked about memberships on Website. Ginny responded that we are updating the website and this will be allowed soon. A suggestion was made to include board member and staff member information on website as well. No formal action taken.


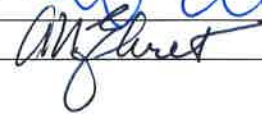
1999 Draft Operating Agreement with the City of Unalaska and the Museum. Erin is working with Ginny on formalizing an operating agreement. This will likely involve the creation of lease agreements that were never finalized. The land lease, building lease, operating agreement are all intertwined and relate to the MOTA bylaws. Work remains to be done. No formal action taken.

Other business: *None.*

Date and time of next. No October meeting, next meeting scheduled for November 7th 5:15.

Public Comment. None.

Adjournment. Meeting adjourned at 6:46 pm

Board Chair:		Date:	<u>1-30-2020</u>
Board Director:		Date:	<u>1-30-20</u>



Minutes August 29, 2019

5:00 pm at the Museum of the Aleutians

Call to Order: 5:00

Roll Call: Suzi Golodoff, Erin Reindeers, Sandra Moller, Janice Krukoff, Sharon Lind (arrived at 6:15)

Recognition of visitors: Ginny Hatfield

Additions / corrections to the agenda: None

Approval of minutes: Approved minutes from April and May

The board discussed the open officer position of Secretary/~~Treasurer~~ position, decided to hold off on the election but Erin Reindeers tentatively agreed

Reindeers agreed to be a check signor

Finance and resource report: Billie jo is out of town; Hatfield discussed finances

1. Submitted FY19 final report
2. Store is growing and cruise ship is increasing in revenue
3. Krukoff asked about the Gaming account, and Hatfield explained this was the pull tabs and these sales are increasing
4. Net Income: Moller asked where the profit is going and is it in the annuity - she asked if we can put some in savings; Hatfield said we will need to use some for the Exhibition Manager position

Moller moved to approve the Financials, Reindeers seconded, passed unanimously

Staff reports: Hatfield mentioned Lauren Snyder is going to Atka with Lost Villages funding with the DVD about the Lost Villages project and Lauren will do Education programs there; Looking into Akutan programs; Missy and Ginny are taking the Underwater Forests of the Aleutians to Atka

Krukoff mentioned Atka is building a new health facility. Maybe we could do a project to have something like tiles put into the floor of the building. People would pay for a tile and that would go in their new building and raise money for us. Tiles were \$150.

Golodoff asked why people don't get membership renewals in the mail. Hatfield mentioned we mainly use the auction, but will start sending out mailers as well as emails.

Moller asked about the Veltre boxes of artifacts. Hatfield said she has to write an MOA between the Museum and the OC.

Hatfield talked about the Exhibition Manager position and are looking at two positions.

Hatfield talked about the Operation and building lease agreement

Lind asked about the Audit and the deficiency of internal controls, and the carry over from the City. Hatfield explained that at the end of 2017 we retained some funding from the City and we did not make the entry correctly. It was a corrected misstatement. Lind also noted the IN-KIND from the City was overstated according to the Auditors. Hatfield explained that we did not have the justification for the city IN KIND donations. Lind also asked about cash being overstated because of Stale Dated Checks. These are checks that are not cashed. Lind noted the personnel costs that differ between years. Hatfield explained those were the result of fluctuations in every month at 5:15pm. staffing. Also that Billie Jo and the janitor are contract employees.

Other business

None

The board discussed scheduling board meetings and tentatively decided on last Thursdays of

Next Board Meeting scheduled for **September 26, 2019**

Meeting adjourned at 6:15 pm

Board Chair:  Date: 9-26-2019
Board Director:  Date: 9-26-2019

Ann Nora Ehret (May 2021), Suzi Golodoff (May 2022), Melissa Good (May 2021), Janice Krukoff (May 2021), Sharon Lind (May 2020), Sandra Moller (May 2022), Erin Reindeers (2020)