**THE KERNERSVILLE MUSEUM FOUNDATION**

**BOARD OF DIRECTORS**

**MINUTES**

**September 13, 2016**

The Kernersville Museum Foundation Board of Directors met for its regular meeting on September 13, 2016, in the Kernersville Museum at 3:00 p.m. The following members were present: Jim Taylor, President, Kay Pinnix, Secretary, Tom Fulp, Treasurer, Michael Church, Mary Cook, Chris Langham, Dale Pennington, Madeline Shepperson, and John Wolfe, constituting a quorum. The following members were absent: Chris Thompson, Barbara Bull, and Anne Coltrane. Jessica Bierman ,Executive Director and Kelly Hargett, Assistant Director. President called the meeting to order at 3:05 p.m.

Minutes for August 9, 2016, meeting electronically transmitted to all members. There being no corrections or additions, Minutes approved as transmitted.

**Treasurer’s Report:**

Treasurer, Tom Fulp, reported that there is $81,622.92 in checking, $100,110.94 in money market, and $182,592.92 in total assets

**President’s Report**:

Chair, Jim Taylor, expressed excitement about new things happening with Jessica Bierman and Kelly Hargett coming on board. Chair extended a special welcome to each and is looking forward to exciting things for the Museum.

**Committee Reports:**

**Dale Pennington, Collections Committee Chair**, report having been electronically transmitted, copy attached to official Minutes, reported that her Committee met last week with Executive Director, Jessica Bierman and reviewed the following two items for approval by the board:

Winfree family scrapbook of local WW11 vets from 1941-1945 collected by Zona Winfree Carter. John Wolf mentioned the importance of this scrapbook to the Museum because of local family names and connections. He feels that it will draw the public to the Museum.

Mildred Ballard original painting donated by Richard Hedgecock.

There was a motion to approve items by Dale Pennington and second by John Wolf. Motion passed.

**Jessica Bierman, Executive Director** Jessica Bierman reported that exciting things are happening. A new website and Facebook page have been set up and running. There is a link to Facebook page on the website. Cash Elementary and Kernersville Middle School have been contacted to possibly visit the Museum in November. T shirts, instead of caps, are being researched to encourage donations to the Museum.

Kelly Hargett, Assistant Director, passed around a mocked up possible design for T shirts to board members. DAR will be visiting the Museum in October. Executive Director stated that there are mice in the Museum and Board agreed to contact an exterminator. John Wolf recommended Bob Alphin.

Jessica Bierman requested to be copied on committee reports.

**Madeline Shepperson, Exhibits and Programming Committee Chair,** report having been electronically transmitted, copy attached to official Minutes, highlighted the following:

* Chair advised the Board that her committee had not met. She expressed uncertainty to the Board as to how committee chairs would change with the hiring of Executive Director and Assistant Director. Jim Taylor said that we don’t want Executive Director and Assistant Director to take over committees but to work with each committee. Board discussed. Executive Director will meet with each committee to see best way to move forward. Dale Pennington expressed opinion that Board still have oversight into what Executive Director is doing.
* John Wolf expressed thoughts on resignation letter from Bruce Frankel and how committees should work. Bruce had wanted a staff person to come in to work when Executive Director and Assistant Director were hired, The Executive Director and Assistant Director are not staff members and John felt that resigning is what Bruce wanted to do. John Wolf expressed hope that, in the future, Bruce will do some volunteering. John further stated that the Board is the policy arm and it will tell Executive Director where we want the Museum to go. Committees keep up their work but it now becomes Executive Director and Assistant Director’s duty to take care of it. Committees will set tone and bring recommendations to the Board and then to Executive Director.
* Jim Taylor reported that Bruce Frankel expressed desire to help out any way he could. He felt that Bruce had wanted to be more hands on and was not happy relinquishing a lot of his responsibility. He felt that Bruce was alright with things now.
* Chair, Jim Taylor, informed Board that we should vote on resignation request from Bruce Frankel. Motion by Tom Fulp and second by Dale Pennington. Motion passed.

**Bruce Frankel, Marketing & Membership Committee Chair**, No report

**Jim Taylor, on behalf of Chris Thompson, Facilities and Property Committee Chair,** read the Committee Report to the Board, the same having been distributed electronically, copy attached to official Minutes.

Lumber has been delivered for the garage and should begin work next week. The chimney cap is on the schedule for replacement. Front door knob has been replaced and all exterior knobs and deadbolts will be replaced.

Chris Langham volunteered services to remove mice if needed.

Chair advised Board that Bruce Frankel needs to be replaced on the Board and up to 4 other board members may be nominated by Nominating Committee. Dale Pennington raised the question to whether a committee chair must be a Board member. Board discussed and John Wolf suggested a vote be put on the agenda.

Mary Cook read from the By Laws that chair is to recommend to Board a replacement for remainder Bruce’s term. Committee chairs to be appointed by Board Chair and approved by Board.

**Old Business:**

Chris Langham expressed that marketing would be heavy in Executive Director’s area and she could eventually take that over.

John Wolf advised the Board that Executive Director will bring marketing ideas to committee to approve as long as they stay within the budget from town’s money. We need a Museum budget.

Dale Pennington felt that priority is to let Executive Director and Assistant Director do what they were hired to do. She felt that we do not need marketing committee now. John Wolf added that the marketing committee is still needed to meet as needed. Dale Pennington agreed that someone with marketing skills is needed.

Madeline Shepperson felt that we may need to rewrite committee responsibilities.

**New Business**:

Chair read a thank you note from Tom Fulp thanking Board for donation to Korner’s Folly in memory of his mother. Note filed with Committee reports and minutes.

Chair reminded Board that there are a lot of new changes with new process in place and that we are all here to enhance and see the Museum grow.

Jessica Bierman reported that 3 people attended the Museum open house on Saturday.

There being no further business before the Board, the meeting adjourned 4:00 p.m.

Respectfully submitted,

Kay Pinnix

Secretary