

April 17, 2024
Abita Springs Trailhead Museum
Minutes

The meeting of the Abita Springs Trailhead Museum Board was held and called to order by President Lauren Crout on April 17, 2024 at 5:00 p.m.

Members were present: Lauren Crout, Stewart Eastman, Jason MacFetters, Niki Mendow, Melissa Smith, and Kimberly Irizarry.

Member emeritus George Long and Martha Gruning were also present.

Secretary Kimberly Irizarry sent out the minutes from the March 2024 meeting prior to the meeting and a motion to accept the minutes as presented was made by Melissa Smith and seconded, motion carried.

Niki Mendow presented and handed out copies of the financial report for the month of March. She discussed the account activity for the month. It entailed the final totals for En Plein Air. She also discussed what is our budget vs. what is actually in our account.

Old Business -

En Plein Air:

The board discussed our main takeaways from EPA 2024. Some of the ideas were: with the large attendance this year the need to have a plan that will leverage all of the outdoor space for better flow and less crowding, additional donations of beer and wine, keep blank name tags and lanyards for volunteers, and work on a better system for the food distribution for the reception on Friday evening.

Digitization Project:

Melissa Smith discussed what are our next steps in digitizing the archival documents, and pictures. What are some best practices that we need to keep in mind, the documents needed for donations: permission to replicate, donor agreement, proof of provenance, and other records that we will need to have on hand in order to make it available to the public using the Catalog It program. After many questions and discussion including insurance, collection policy, ownership of documents, copyright, action process, and the possibility of grants to cover cost, it was the consensus of the board to create a subcommittee to delve deeper and restart the process of digitizing the archives. Members on that committee will include Jason, Kimberly, George, Melissa.

Alan Flattmann exhibit updates:

For the Alan Flattmann we are looking for a exhibit date of November 1 through the 10th. The pictures for this exhibit are coming from Mr. Flatman's collection. We will need to consider hiring someone to hang the collection and have extra volunteers on hand to cover increased attendance during the exhibition.

Cajun Dance update:

Lauren is still working to get a meeting with Lynnette and Kateri to discuss their needs and how we can help. Whether it is with food, alcohol, promotion, or simply watching for conflicts with the calendar so that there are options to bring in untapped audiences. The goal is to make this event as enjoyable and successful for all involved.

Meeting time revote:

Stewart Eastman made a motion and it was seconded to move the time that the board meets from 5:00p to 6:00p, discussing that the 5:00p meeting time can be difficult to make due to work constraints and traffic congestion. The motion failed. The time of all board meetings will remain at 5:00p on the 3rd Wednesday of the month with the exception of June and July when there are no meetings for summer break.

New Business:

Programs for summer:

Jason presented a list to the board of possibilities for summer events for adults and children. In the past, the board has planned summer art classes for children and since it is a bit too late for summer 2024, the board wanted to free up funds if there was an opportunity to present classes. It was moved by Jason and seconded to allocate \$1000 in the event that if a teacher can be found with time and also get space in the city hall for the class so that those can forward. The motion carried.

There was also vigorous conversation around other programs (documentary showings, lecture series, book readings) that might be added late summer/ early fall that could be facilitated by the museum for the town that would still fall within the museums mission statement.

Rotating local artist:

Lauren discussed how we could use the blank space/open cases in the museum. A jewelry show, rotating local artists, small photography presentations, etc. With the process similar to En Plein Air to ensure quality of the work exhibited.

Stewart made a motion to adjourn and Niki seconded the meeting at 6:13 p.m.