

MINUTES OF THE MEETING - EMILY KNAPP MUSEUM
April 24, 2019
Brockport Village Offices
127 Main Street
Brockport, New York 14420

CALL TO ORDER: 6:31 p.m.

PRESENT: Bill Andrews, Allan Berry, Karen Owen, Norm Knapp & Sue Savard.

APPROVAL OF MINUTES: Motion made by Norm Knapp, seconded by Bill Andrews that the minutes of the March 27, 2019 meeting be approved with corrections noted. The motion was unanimously approved.

Rack Cards: Allan Berry reported that the rack cards are ready to be printed. The design was again reviewed and approved by the Board. Norm Knap made a motion to have 100 rack cards printed at the approximate cost of \$75.00.

Night at the Museum: This important event will open the Museum's 2019 season on May 4 from 5:00 – 8:30 pm. The event will present the community with the opportunity to highlight the work of the ELK Museum, the Capen Hose Co. # 4 Fire Museum, the Sweden Farmers' Museum, The Morgan Manning House, the Clarkson Academy and the Brockport Community Museum.

Helen Hastings Book: Sue Savard's work in writing a book about the discovery of the Helen Hastings "treasure in a trunk" and while there has been a slight delay the project is nearing completion.

Helen Hastings Exhibit: Sue Savard reported that the exhibit will be held on September 14 from 6:00 – 9:00 pm and from September 15 from 2:00 – 5:00 pm. Assistance will be required to set up the room on September 14 and take it down on September 15.

Board Members: There was discussion about the need to recruit new members of the ELK Board with a focus on those who are able to become active contributors. Bill Andrews agreed to check with Melinda Wadding while Allan will check with Bruce Leslie. All agreed to consider additional names for discussion. Allan Berry suggested that we revisit the requirement of the Village Board that members of the Board be Village residents given the fact that the approved mission statement for the Museum is to "...collect, preserve and provide access to the heritage and history of the greater Brockport community." This will be included as an agenda item for the May meeting.

Volunteers: Norm Knapp will speak with Dan Burns regarding the effort to update the list of approved volunteers.

Insulation/Air conditioning: Sue Savard reported that she has been in contact with the Village DPW – Harry Donahue and that the DPW crew has installed an air-conditioning unit in the

Museum and that Harry is working with a contractor to determine what needs to be done to insulate the facility and to provide heating and air-conditioning.

Allan Berry reported that he communicated with Liaison, Shawn Halquist who reported that he has been in regular contact with Harry Donahue at the Village DPW regarding these issues.

Bill Andrews suggested that there may be funds in the Village Capital Reserve Fund. Allan Berry agreed to contact Shawn Halquist regarding this.

Electrical Service: Sue Savard reported meeting Chad from DPW at the Museum for the purpose of looking at the lack of grounding that was reported by Chris Marks during recent work that he performed. While faulty installation of a replacement light was responsible for the problem there did not appear to be other issues of concern.

ADJOURNMENT: The meeting was adjourned at 7:32 pm on a motion by Bill Andrews that was seconded by Norm Knapp and unanimously approved.

NEXT MEETING: May 22, 2019 @ 6:30 pm

MINUTES SUBMITTED BY: Allan Berry, Secretary