

MINUTES OF THE MEETING - EMILY KNAPP MUSEUM

August 28, 2019

Brockport Village Offices

127 Main Street

Brockport, New York 14420

CALL TO ORDER: 6:32 p.m.

PRESENT: Bill Andrews, Allan Berry, Kristin Gebhart, Alicia Kerfoot, Norm Knapp, Karen Owen, Chris McCabe, Sue Savard and Shawn Halquist

APPROVAL OF MINUTES: The minutes of the meeting of June 26, 2019 and July 24, 2019 were approved.

ELECTION OF OFFICERS: A motion by Bill Andrews seconded by Norm Knapp and approved unanimously establishing the officers for the Museum.

- ✓ Chairperson – Karen Owen
- ✓ Vice-Chairperson – Alicia Kerfoot
- ✓ Secretary – Allan Berry

HELEN HASTINGS ART EXHIBIT:

- ✓ **Advertisement:** A motion by Bill Andrews, seconded by Norm Knapp and approved unanimously authorized the expenditure of \$328.00 for an advertisement in the Suburban News.
- ✓ **Exhibit:** Sue Savard provided an update on the September 14 & 15 art exhibit scheduled for the Village Court/ELK Building. Volunteers are needed on the morning of September 14 at 9:30 am to set up and again on September 15 after 5:00 pm to take down the exhibit and relocate furniture.

HELEN HASTINGS ARTIFACT STORAGE AND ACCESS:

- ✓ **Storage:** A general discussion of appropriate storage for the Helen Hastings paintings, drawings and notes was undertaken without conclusion. The material is currently stored in the Museum in 9 archival boxes and suggestions for future storage ranged from storage in the Village Office Building and the Drake Memorial Library at The College at Brockport. This item will be included on the September 2019 agenda for continued discussion.
- ✓ **Access:** Discussion regarding access to the original material (paintings, drawings and notes) took place. While a conclusion was not reached there was general support for making the material available by appointment for academic research.

WEBSITE: Kristin Gebhart provided an overview of her research regarding the development of a Museum website. A motion by Allan Berry, seconded by Chris McCabe passed unanimously and authorized Kristin to explore various options with Deputy Village Clerk/Treasurer, Erica Linden including authorization to spend and be reimbursed for up to \$100.00 using her own credit card for the purpose of creating a domain name and establishing a Museum website.

HELEN HASTINGS NOTEBOOK: Sue Savard indicated that there was no report at this time. This item will be added to the September 2019 agenda.

UV WINDOW PROTECTION: Sue Savard reported that the windows at the Museum have been cleaned and that volunteer Harry Snyder is continuing to apply UV protective material to the windows. Up to \$500.00 had previously been authorized for this purpose and Sue estimates that the actual cost will be approximately \$350.00.

ACCESSIONING/JAMES SEYMOUR ARTIFACTS: Sue Savard had previously reported on a large collection of documents and artifacts belonging to the granddaughter (Margaret Ulmer of Massachusetts) of William H. Seymour. Sue will continue to explore the acquisition of this material for the Museum. Sue reported that a goblet awarded to James Seymour has been given to the Museum by the Presbyterian Church of Brockport. After discussion it was agreed that this and other additions to the collection will need to be accessioned by the Board.

CLIMATE CONTROL: Allan Berry asked the status of our efforts to have the Village address the complex issue of controlling the climate in the building. Liaison, Shawn Halquist reported that there is no progress to date.

ADJOURNMENT: Meeting adjourned at 7:49 pm.

NEXT MEETING: September 25, 2019

MINUTES SUBMITTED BY: Allan Berry, Secretary