

MINUTES OF THE MEETING - EMILY KNAPP MUSEUM
September 25, 2019
Brockport Village Offices
127 Main Street
Brockport, New York 14420

CALL TO ORDER: 6:30pm

PRESENT: Norm Knapp, Karen Owen, Chris McCabe, Alicia Kerfoot, Kristin Gebhart

APPROVAL OF MINUTES: The minutes of the meeting of August 28, 2019 were approved.

- A note was made that the Village Board has to be notified who our officers are, but that they will also be able to see this in the August 28 minutes.

STORAGE OF HELEN HASTINGS MATERIAL:

- Alicia Kerfoot provided a report on the optimal storage conditions for paintings from the nineteenth century, such as Helen Hastings. Ultimately best conditions are a stable temperature of about 70F and a stable relative humidity of 50%. A question was raised about whether we want to support our current environment or else move them to a space where they will be well-maintained. People know we have them and will want to participate more, so we should take care of them.
- A motion by Norm Knapp, seconded by Chris McCabe passed unanimously to put together a proposal for the village (including the information about optimal temperature for the oil paintings, as well as the new Seymour donation and taking into account the climate study we did) about why we need climate control for the museum artifacts.

THE COLLEGE AT BROCKPORT ENGLISH DEPARTMENT INTERNSHIPS:

- Alicia Kerfoot proposed that we consider becoming involved in the College at Brockport English Department Internship Course (still under construction) as a possible site for English major interns. We would only be paired with an intern when their interests are relevant to the museum, and we would have the chance to interview them and hire them or not. This is in the early stages of development, so right now we'd only be on a list.
- Some concerns that arose were that we'd have to make sure that we have enough work for them to do and enough supervision (they need 9 hours a week, but it does not all have to be face-to-face and can be online, research, etc.). English students could research, write, do creative writing, or keep up social media connections. Working on the Seymour donation is a possibility. A motion by Chris McCabe and seconded by Norm Knapp passed unanimously to authorize Alicia to put the Emily Knapp Museum on a list of possible internship sites for the English Dept.

WEBSITE UPDATE:

- Kristin Gebhart reached out to Erica about a page on the Village site, which would be very basic, but we could collect emails on it, it would have a specific login for us, so we could update it; however, we would have less creative freedom. It would be free, secure,

and we could rely on it to always be there. It was discussed that from a maintenance perspective that might be the way to go. It would offer us a way to think about who is using it, what information they want etc. and we could always start with it and then expand later if we want to. Kristin mentioned that we might be able to capture how many people visit the site and we can make a decision about whether we want a more elaborate, paid, site based on that. It was also pointed out that it would be good to have a brockport.ny.org address, which the Village page would give us.

- Kristin also noted that we do have an email address and just need someone to monitor it. Kristin offered to monitor it and forward any emails to relevant parties (who can answer questions, respond, etc). A motion by Alicia Kerfoot and seconded by Chris passed unanimously to authorize Kristin to inform Erica that we will take a page on the Village of Brockport website and start monitoring it (with information about our hours, email, Facebook page) and that Kristin be authorized to start monitoring the email address and forward all questions to appropriate board members or volunteers..

LOAN OF ARTIFACTS TO MORGAN MANNING HOUSE:

- Karen Owen updated the board that the Morgan Manning House is hosting a Victorian Era Death & Mourning Customs exhibition, curated by a professor from GCC. They wish to borrow four things from museum — cooling board, hair wreath, embroidered mourning piece, and another fourth thing (Karen couldn't recall what it was). The Morgan Manning House will complete a loan form when they pick up the artifacts and will credit our museum when they do publicity. The lecture for this event is on Wed. Oct. 30. A motion by Norm Knapp, seconded by Chris McCabe passed unanimously to approve the loan of the four artifacts for the Western Monroe Historical Society for the special exhibit at Morgan Manning House.
- It was noted that our loan paperwork indicates that the Village of Brockport should approve the loan as well and we were unsure if this was a necessary step or not.

POSSIBLE COLLEGE AT BROCKPORT REPRESENTATIVE:

- Karen Owen mentioned that there is a new Assistant Professor in the History Department at the College at Brockport: Dr. Michael Kramer. He has an interest in public history and public access to museums and archives, so he might be a good fit as a representative, but is not available at the moment because he is just settling in and is still commuting from quite a distance. Bruce Leslie had been approached and agreed to be a representative, though he is away a lot, so he suggested he fill in for now and later Dr. Kramer perhaps will want to be involved. A question came up about how to officially appoint Bruce Leslie as college representative to our board. Karen offered to ask Bill about how this is done.

THE COLLEGE AT BROCKPORT MUSEUM STUDIES PROGRAM:

- Karen Owen brought up the status of our connection to the Museum Studies program at the College at Brockport because she was speaking with a forensic anthropologist who was interested in working with the students. It was agreed that someone should speak

with the Chair of Anthropology, Dr. Jennifer Ramsay, about our current relationship with the Museum Studies program.

LONG RANGE PLANNING (LAFAYETTE TRAIL):

- Karen Owen made contact with Julien Icher of the American Battlefield Trust because they are planning to erect signs in all the towns that Lafayette visited in 1824-25. Karen emailed Mr. Icher and mentioned a Brockport connection and asked whether they have a contact in Brockport. Mr. Icher responded that they don't have a contact in Brockport, but did not say much more about it. Do we want to pursue this? It was suggested that Bill Andrews might want to contact them as the village historian. It was also suggested that we could do an event for this or the bicentennial of the canal.

ADJOURNMENT: Meeting adjourned at 7:42 pm.

NEXT MEETING: Next meeting Oct. 23, 2019

MINUTES SUBMITTED BY: Alicia Kerfoot, Vice-Chairperson

