APPALACHIAN WOMEN’S MUSEUM

MINUTES, MARCH 4, 2014

JACKSON COUNTY PUBLIC LIBRARY COMPLEX

* Meeting called to order by President Jessie Swigger. Board members present: Wendy Myers, Claire Collins, Lisa Potts, Tonya Carroll, Reva Ballew, Suzanne McDowell, Amy Smith, Susan Leveille, Anne Lane, Andy Denson, Sarah Beth Lee, Pam Meister, Meg White, June Smith, Cathy Arrington, Leslie Rojohn, Sue Ellen Bridgers. Also in attendance: Emma Wertenberger, Kystal Cole, Emily Baker, Tim Osment, Calvin Smith, Katie Bell.
* Agenda approved: Amy/Pam
* Previous minutes approved: Wendy/Suzanne
* Treasurer’s report approved: Amy/Susan
* Treasurer’s Issues discussed
	+ Retaining Terminix. Leslie moved to drop Terminix service. Suzanne seconded. Motion passed.
	+ Insurance coverage for volunteer workers discussed. Suzanne said additional adult accident coverage would cost $200-300 a year. Leslie moved that the board buy the additional insurance, to be paid in quarterly payments if possible. Pam seconded. Motion passed.
	+ Suzanne announced the board would eventually need a CPA.
	+ Suzanne reminded board that each member should make a donation to AWM.
* Jessie announced the resignation of Sara Day Hatton. Sue Ellen moved with second by June that the board accept Sara’s decision with sympathy and regret. Motion passed.
* Claire displayed examples of possible AWM stationery format. The board approved the sample without the bonnet as the footer. The board members’ names will be left margin justified.
* Claire reported on the Development Committee’s progress. She asked that each board member submit 5-10 names and addresses to her for a master list of potential donors.
* Calvin Smith reported on the Monteith property. The porch has been stabilized for tours and volunteers. There is moisture in the house, indicating that the roof replacement needs to be high on the priority list. Saturday workdays are scheduled for March 8,29, and April 19.
* Tim announced that the old shed by the creek is falling down and asked for advice re advertising for someone to remove it for salvage. Question: Can AWM remove a structure from the property? Suggestion: ask the National Registry.
* Andy reported that AWM would present a program at the August meeting of the Jackson County Genealogical Society.
* Sarah Beth lead a discussion concerning the need to have an policy according to which AWM would receive artifacts. She and Anne suggested they write a statement for the website that will reflect AWM’s need for material donations but not at this time. Motion made by Pam, seconded by Suzanne. Motion passed.
* Tonya reported on the service work fair at WCU. Tim has sent in names of volunteers for the three workdays at the Monteith house.
* Jessie reported that the house lease will be signed and notarized by the end of the week.
* Jessie reported that Denise Drury has been contacted re setting up AWM website.Set-up fee for web services will be $675. June made the motion that AWM engage Denise Drury for web service. Meg seconded. Motion passed. Amy moved, Susan seconded, that the fee be made in two payments. Motion passed.
* Next meeting: Tuesday, April 22 at 5:30. Location to be announced.
* Meeting was adjourned.

Respectfully submitted,

Sue Ellen Bridgers