



Ketchikan MUSEUMS

TONGASS HISTORICAL MUSEUM
TOTEM HERITAGE CENTER



**Museum Advisory Board
April 19, 2022, 4:30 p.m.
(in lieu of regular March meeting)
Tongass Historical Museum**

- 1. Call to Order**
- 2. Roll Call**
- 3. Communications**
 - a. Director's report (p. 2)
 - b. Stanton resignation, welcoming Alma Parker and Austin Otos
 - c. *Mission Moment*: Native Arts Studies Program's Certificate of Merit, class hybrids (Marni)
- 4. Persons to be Heard**
- 5. Consent Agenda**
 - a. Approval of September 21, 2021 meeting minutes. (p. 10)
- 6. Old Business**
 - a. Exhibit schedule update (Ryan)
- 7. New Business**
 - a. Historic Commission grant update: Historic Preservation Plan, Colorful Characters
 - b. Salmon Walk overview
- 8. Advisory Board Comments**
- 9. Adjournment**

Next Regular Meeting: May 17, 2022 at 4:30 p.m., Tongass Historical Museum

Please send any agenda requests to Anita at least 10 business days prior to our meeting.

*Ketchikan Museums collect, preserve, interpret and creatively share the history and culture
of our region to serve, educate, engage and enrich our community.*



Museum Report: January – February 2022

Public Hours:

Winter hours of Tuesday – Saturday, 1:00 – 5:00 p.m., October through April. Visitors are asked to wear masks (recommended, not required) and maintain proper distance.

Facilities

The Tongass Historical Museum and the Totem Heritage Center safely house the collection and inspire our visitors to honor Ketchikan’s history and heritage.

Goals	Objectives
Continue facility improvements	Develop Facilities Plan <ul style="list-style-type: none"> • Thomas Kroscavage/TEK Indoor Environmental will begin a multi-year duct cleaning. Neither facility has ever had the heating/air ducts cleaned. • Annual fire detector inspection completed • Roof leak in Curator of Exhibits’ office at THM fixed
	Upgrade HVAC systems <ul style="list-style-type: none"> • Postponed to 2024 due to budget restrictions
	Install Fire Suppression systems <ul style="list-style-type: none"> • Postponed to 2024 due to budget restrictions
	Integrate technology where appropriate
	Identify and implement additional ADA improvements <ul style="list-style-type: none"> • THC back ramp construction scheduled to start in April. Dawson Construction was awarded the bid and expects to be done by June.
	Address vandalism and safety issues <ul style="list-style-type: none"> • Contacted KPD as needed for disturbances
	Plan for future Capital Improvement Projects <ul style="list-style-type: none"> • 2022 – 2026 CIP Plan that includes THM Exterior Envelope Phase II (new windows), THM HVAC, THC woodshop/shed improvements, THC skylight replacement, and totem pole maintenance. • Public Works purchased materials for THC culvert work but won’t be able to do the project until Fall 2022.
Continue exterior improvements	Create landscaping plan with public art
Address collection storage needs	Provide suitable off-site collections storage <ul style="list-style-type: none"> • Monitoring large object storage at storage unit
	Improve collections storage

Collections Stewardship

Collections are safe, organized and accessible. Collection stewardship procedures meet or exceed best practices as defined by the American Alliance of Museums.

Goals	Objectives
Strengthen stewardship of the collection	Build routine practices <ul style="list-style-type: none"> On hold to focus on temporary exhibit.
	Process new donations efficiently <ul style="list-style-type: none"> Acquisition Review Committee met 3 times in Jan and Feb. <ul style="list-style-type: none"> Total accepted offers = 17, including photographs, Wearable Art coat by Jean Bartos, pride flag, bentwood box by Nathan Jackson New donations received = 19 Purchases made = 0
	Policy development <ul style="list-style-type: none"> Developed language for non-exclusive license agreement
	Catalog new donations and update existing records <ul style="list-style-type: none"> Created 261 new catalog records, including loans for “Sustaining Community” <ul style="list-style-type: none"> 126 loans from 43 lenders 35 loans not used, physical items returned Processed loans for January’s Herring Protectors display Returned 112 loaned items from “Into the Wind” when exhibit closed.
	Renew THS MOA
	Refine collections <ul style="list-style-type: none"> Discussed isolated conservation issues with State Conservator
	Disaster planning <ul style="list-style-type: none"> On hold to focus on temporary exhibit.
	Utilize volunteers and interns <ul style="list-style-type: none"> Received grant from AK State Museum for summer 2022 intern (10 weeks). Secured housing and began processing intern paperwork.
Conduct inventory	Develop and implement inventory strategies <ul style="list-style-type: none"> On hold to focus on temporary exhibit.
Increase access to the collection	Digitize collection and share with public (Ex: Virtual Exhibit, PastPerfect online, Artifact of the Month) <ul style="list-style-type: none"> Wrote 2 monthly Artifact of the Month articles for Ketchikan Daily News Provided content for newsletter, e-newsletters, and social media Developed Virtual Exhibit for “Sustaining Community” that launched with the physical exhibit: <ul style="list-style-type: none"> http://www.ketchikanmuseums.org/virtual_exhibit/vex30_sustaining_community/index.htm
	Improve physical and intellectual access to collections <ul style="list-style-type: none"> Research requests and photo orders received = 27
	Organize institutional records
Increase our capacity as	Oral Histories
	Build education collection for hands-on use
	Create research resources

a community resource	
Provide care for totem poles	Manage Ketchikan Museums, City of Ketchikan, and State collections
	Support restoration efforts
	Be a resource for totem pole research <ul style="list-style-type: none"> • Teresa continues to review totem pole research

Programs

Provide meaningful museum experiences for diverse audiences, which honor stories, build connections, and inspire life-long learning.

Goals	Objectives
Celebrate THC's 50th anniversary (2026)	Celebration and discussion of totem poles moving forward <ul style="list-style-type: none"> • Anniversary events considered in oral history interviewee selections
Maintain the Native Arts Studies Program	Provide high-quality classes <ul style="list-style-type: none"> • History of Northwest Coast Art History speaker series began with presentations by Delores Churchill & Priscilla Schulte, Janice Jackson & Megan Smetzer, David R. Boxley & Kathryn Bunn-Marcuse, and Steve Brown & Stephen Jackson. Mixed-Level Carving was canceled by the instructor, but Tool Making for Carvers Adzes (8 students) and Knives (13 students) classes took place. Full schedule available: https://www.datocms-assets.com/43549/1633559733-2021-22-nasp-stand-alone.pdf
	Develop new instructors
Develop school outreach	Develop and implement framework for targeted school outreach (3 rd THC, 5 th THM, 9 th AK Studies, Nat'l History Day) <ul style="list-style-type: none"> • TSAS 5th and 6th graders visited (57 students, 5 adults) and Point Higgins 2nd graders (14 students, 4 adults). Hayley Chambers virtually presented to 2nd graders in Florida reaching 115 students and 7 adults Develop a HS Internship program targeting youth for future museum careers? (MCR)
Build Oral History Program	Implement Oral History (OH) program <ul style="list-style-type: none"> • Erika Jayne conducted Staff Training using newly finalized instructional videos on how to use the TASCAM hardware to record oral history interviews. • <i>History Aloud</i> continued on KRBD
Offer an excellent visitor experience	Hire and train tour guides <ul style="list-style-type: none"> • Additional funding for tour guides requested in 2022 budget to increase pay from \$14.50/hr to \$16/hr. Pay scale had not changed for 10+ years.
	Provide a schedule of demonstrating artists
	Offer updated Exhibit Guide
Offer exhibit-responsive programming	Offer Museum Middays <ul style="list-style-type: none"> • In January <i>Ketchikan: Filmed on Location</i> celebrated two short film projects filmed here in Southern Southeast, <i>What We Find in the Sea</i> a short film by Anika Kan Grevstad & Sasha Faust that was filmed on board an active purse seiner (Haida Warrior), and Emilio Miguel Torres about his upcoming film <i>The</i>

	<i>Ladder</i> . In February, First City Players discussed 50+ years of the <i>Fish Pirates Daughter</i> .
Initiate Volunteer Program	Develop Docent program
Offer responsive community programming	Meet/Facilitate Community Requested Opportunities Civic Clubs/Organization Speaking Engagements Create Opportunities to invite community members into our spaces
Provide professional-level programs	Host Museums Alaska Conference or other opportunities

Outreach

Outreach efforts will increase the awareness and advocacy of Museum resources and will integrate new digital platforms.

Goals	Objectives
Continue to develop distinct branding	Develop a style guide and templates <ul style="list-style-type: none"> New exterior creek side ramp sign was installed at THC
Provide numerous platforms for community engagement online	Develop user-friendly, content-rich website <ul style="list-style-type: none"> Phase II website updates will start in April
	Utilize social media to engage varied audiences <ul style="list-style-type: none"> Ongoing. Ketchikan Museums YouTube channel was created and populated with past videos
	Utilize video to document collections and programs <ul style="list-style-type: none"> Museum Middays are virtual this season. The virtual hybrid class showed that the format could work for NASP, making classes accessible with various students' needs. Classes could be recorded and shared as a resource for students.
	Utilize website/Past Perfect to make Oral History Program more accessible
Produce marketing materials targeted to cruise ship passengers	Outline Visitor experience
	Partner with KVB, KDN and others to disseminate info about museums Strategize "Guerrilla marketing"
Produce relevant publications	Produce annual report <ul style="list-style-type: none"> Annual report included in 2022 Winter newsletter
	Create and disseminate monthly email newsletter <ul style="list-style-type: none"> E-news sent out 1st week of each month
	Create Exhibit guides/brochures <ul style="list-style-type: none"> Ordered THM guide for 2022 season. After THC brochures are used up in 2022, revise to match branding
	Promote events, programs and exhibits <ul style="list-style-type: none"> Ongoing via social media, monthly enews, monthly KTKN and KRBD reports

Exhibitions

Exhibitions engage diverse audiences with our authentic and unique history and heritage.

Goals	Objectives
Establish Exhibit Plan and Guiding Principles	Develop consistent identity and messaging within exhibits and interpretation
	Exhibit Plan and Guiding Principles Doc
Develop and implement evaluation tools	Evaluation of Core Exhibits
	Evaluation of Featured Exhibits
Seek ways to build upon the successes of Core Exhibits	Exhibition maintenance
	Improve Access to Cases <ul style="list-style-type: none"> Identified Five Star Finishing LLC as contractor to retrofit exhibit cases with Federal LSTA grant in April
	Prioritize Light Levels
	Develop exhibit cleaning schedule <ul style="list-style-type: none"> Exhibit cleaning schedule developed and implemented.
	Produce exhibit guide for THM <ul style="list-style-type: none"> Guides ordered for 2022 season
	Complete THC Phase II and III <ul style="list-style-type: none"> Next step to address in Spring of 2022: Cultural Identity Panels. Will meet with THC Advisory Cmte in April
	Work with Programs to Develop Implement Program Tie-ins for Core Exhibits
Develop relevant Featured Exhibits and bring Traveling Exhibits to Ketchikan	Featured Exhibit <i>Sustaining Community: How We Gather and Why it Matters</i> . Opens Friday, March 4, 2022 <ul style="list-style-type: none"> Deinstalled <i>Into the Wind</i> and returned loans Conducted interviews, solicited loans Constructed exhibit table and mounts, painted walls/pedestals Designed, fact-checked, printed and mounted labels/panels Implemented lighting, security and other elements
	Traveling Exhibits <ul style="list-style-type: none"> Confirmed <i>Cruisin' the Fossil Coastline</i>
	Develop 3 year exhibition schedule <ul style="list-style-type: none"> 2022 THM: <i>Sustaining Community: How We Gather and Why it Matters</i> 2022 THC: Instructor Student Case, Cultural Identity, Pit Rail Cases, Canoe 2023 THM: <i>Cruisin' the Fossil Coastline</i> (Ray Troll Traveling Exhibit) 2023 THC: Instructor Student Case, Side Gallery Panels 2024 THM: <i>The Working Waterfront</i> 2024 THC: Instructor Student Case, Totem Pole Labels
	Work with Programs to Develop Implement Program Tie-ins for Featured and Traveling Exhibits
	Featured Exhibit <ul style="list-style-type: none"> Developing program tie-ins and interactives for <i>Sustaining Community</i>

	<ul style="list-style-type: none"> ○ Tablecloth Signing ○ Common Threads Activity where visitors connect strings to pegs, identifying areas of gathering and connection ○ Questions posed to visitors reinforcing exhibit themes of sense of place, creative expression and entertainment, responsibility, and resiliency. ○ Developing Organizational history tool-kit <p>Traveling Exhibits <i>Kaxátjaashaa, Herring Rock Woman</i> at KAAHC and THM</p> <ul style="list-style-type: none"> • Ketchikan Museums and the Ketchikan Area Arts and Humanities Council collaborated to host the Herring Robes in Ketchikan from January 7 -28th to tell story of the Herring Rock Woman, Kaxátjaashaa, and share the cultural and ecological importance of herring. <ul style="list-style-type: none"> ○ THM screened the film “Yáa at Wooné” and displayed the “Jumping Herring Robe”
Increase online presence by developing engaging Virtual Exhibits	Produce a Virtual Exhibit (VE) for Featured Exhibits Open 1st Friday of March, annually <ul style="list-style-type: none"> • Developed Virtual Exhibit for 2022 featured exhibit <i>Sustaining Community</i>
	Produce Virtual Exhibits <ul style="list-style-type: none"> • On-going monthly additions made for Artifact of the Month
Facilitate interpretation outside of the Museums – the Community is an extension of our exhibits	Develop Exterior Ethnobotany Trail Interpretive Panels at THC
	Integrate Components of Featured and Traveling Exhibits in the Community
	Participate as requested in opportunities to integrate historical interpretation into the community

Administrative

The administrative team is responsible for strengthening organizational capacity and sustainability.

Goals	Objectives
Provide professional development	Provide at least one training opportunity for each staff member annually. <ul style="list-style-type: none"> • TASCAM recorder staff training Continue to foster best Museum standards and protocols. (AM) Develop annual plan that identifies availability and training needs for other staff projects. (SB) <ul style="list-style-type: none"> • Reviewing 2022 online opportunities
Review and Refine files, protocols and standards	Maintain most current materials, protocols, and standards, while properly archiving out-of-date items. (SB) COMPLETE Streamline Admin Procedures where possible. (SB) ONGOING
Facilitate effective communication between staff	Staff is clear on roles and responsibilities. <ul style="list-style-type: none"> • Weekly staff meetings

Facilitate collaboration to grow opportunities	Grow partnerships needed to increase effectiveness <ul style="list-style-type: none"> Working with Historic Ketchikan on Colorful Characters signage grant Working with True North Sustainable Development Solutions on Historic Preservation Plan grant
Inspire a positive workplace culture	Model open communication and build an effective team
Provide effective leadership	Facilitate and monitor goals and empower a team who is committed to those goals <ul style="list-style-type: none"> Met with staff to confirm 2022 priorities
Provide for an effective Museum Advisory Board	The composition, qualifications, and diversity of volunteers enable it to carry out the museum's mission and goals.
Maintain good standing with the Tongass Historical Society	Provide support as needed Renew MOA
Facilitate evaluation at all levels	Ensure we are meeting best practice guidelines
	Track and analyze participation metrics <ul style="list-style-type: none"> Reviewed monthly
	Review strategic planning process and correct course as needed

Capital Development

We will utilize additional funding opportunities for support beyond our municipal operational budget.

Goals	Objectives
Secure additional funds for opportunities beyond operations	Annually submit application for Collections Mgmt grant <ul style="list-style-type: none"> Working with SummitDay Media to finalize digitization project
	Annually submit application for Grant-in-Aid <ul style="list-style-type: none"> Working with contractor on \$2,000 mini-grant to retrofit an exhibit case for better access/monitoring
	Submit application(s) for Art Acquisition Fund <ul style="list-style-type: none"> Working with artist Terry Leberman on THM stained glass panel design featuring Ketchikan Creek
	KIC Esther Shea Cultural Studies scholarships for NASP students <ul style="list-style-type: none"> Working with Cameron at KIC who provides class scholarships
	Review grant opportunities <ul style="list-style-type: none"> Awarded summer 2022 Collections intern through grant received by State Museum and Museums Alaska

Attendance for January – February 2022

Total THC visitors: 260 (includes NASP classes)

Total THM visitors: 365

Virtual:

- Ketchikan Museums website: 1,213 visitors
- Virtual Exhibits: 343 users
- Past Perfect Online (selections from the collection): 297 users
- Facebook: 978 THM engagements (like, comment, or shares), 2,891 THC engagements
- Instagram: 1,328 likes or comments
- Vimeo (videos): 49 views (phased out Vimeo subscription)
- You Tube: 6,198 views (Created new You Tube channel late October 2021)

Museum Advisory Board
Meeting Minutes *UNAPPROVED DRAFT*
Date: 09-21-2021

1. Call to Order

The meeting was called to order at 4:32 pm via Zoom.

2. Roll Call

Advisory Board Members Present:

(x) Michele Zerbetz Scott, Chair	(x) Janalee Gage, City Council, 4:35pm
(x) Peter Stanton, Vice Chair, 4:40pm	(x) Carrie Starkey, 4:35 pm
(x) Laurie Pool, Secretary	(x) Sven Westergard, Borough Assembly
(excused) Christian Dalton	(x) Gloria Burns, THC Adv. Cmte rep,
(x) Teri Hoyt	(x) Alex Kramarczuk
(x) Chet Hugo	(x) Jeanne Sande

Museum Staff Present:

Anita Maxwell, Director
Stacy Brainard, Administrative Secretary

Public Present: None

3. Communications

6. Director's Report

Anita Maxwell commented that a new heat pump has been installed in the main exhibit space at the Tongass Historical Museum. It is helping to modulate the temperature in that area. She also reported that the Museum's Alaska virtual conference has been happening the past two weeks and most of the staff has been able to participate in that. There has been an incredible surge in donations and research requests. Kudos to Hayley Chambers and Erika Brown for all their work in Collections. Anita also reported that the Totem Heritage Center was the featured museum to the *Taste of History* virtual tour today. The live event on Facebook will be uploaded later to the Museum's web site.

Laurie Pool commented that she liked the new format that included the Strategic Plan and current updates. She also commented that she is concerned with the current HVAC and fire suppression system at the Tongass Historical Museum. She is worried that the system won't last until 2024 when it is tentatively scheduled to be replaced. Anita replied that the city will continue to band aid issues with the system due to the budget. The doors and windows must be replaced before a new HVAC system is installed. She commented that the Museum will continue to pursue grant opportunities to purchase and install a few more heat pumps upstairs.

Michele Zerbetz-Scott commented that she liked the addition of the Strategic Plan to the board packet also. She indicated that it is a great way to continue to track the Museum's accomplishments.

Gloria Burns reported that KIC may be able to get a grant through the American Rescue Plan. Because KIC doesn't not have their own museum, they may be able to collaborate with the museums that house tribal artifacts.

7. Mission Moment: Museums as Community Spaces

Anita reported that the Museums have hosted a variety of private events such as Herman Ludwigson's Wright Brothers' Award and the unveiling of artwork honoring Irene and Nettie Jones. The Museums have been approached by several organizations to use the program/community space. Organizations such as the Wellness Coalition and the American

Legion. Anita asked the Museum Advisory Board members what were their thoughts on how to appropriately use the community space.

Carrie Starkey encouraged reaching out to the Chamber of Commerce to get the word out and to bring people in.

Michele commented that she would like to see the Museum draft up a set of protocols for building/room usage.

Chet Hugo replied that he agreed with the drafting of protocols. He would like to see the groups/meetings in line with the mission and goals of the Museums. If the group requesting use of the space doesn't meet this criteria, the Museums have a way to say no without being the bad guys.

Janalee Gage also commented that most public places have some type of usage agreement and she would support that.

Laurie inquired about how taxing it would be to staff if outside groups started using the community space. She is wondering if it would be feasible to charge for staff time. Anita replied that she would like to see this space be used as a safe space for community outreach and would like to be as generous as possible since the majority of these users are tax payers and are already supporting the Museums. She would consider charging should the room be used outside of regular business hours and extra staff hours are needed.

8. Recognition of Borough representative Sven Westergard

This item was table until later in the meeting.

4. Persons to be Heard

None

5. Consent Agenda

a. Approval of May 18th regular meeting minutes

Chet Hugo moved to approve the meeting minutes, seconded by Jeanne Sande, motion carried unanimously.

6. Old Business

None

7. New Business

b. 2022: Budget, cruise ship predictions and planning for next year

Anita gave a brief reflection of the 2021 cruise ship season. Although cruise ship passengers visitors were way down this year, staff has enjoyed the increase in independent travelers this summer. The projected 2022 cruise ship schedule shows an average of 3-5 ships a day, with Friday having 6-7 ships. Anita has submitted the proposed 2022 Museum budget to the Finance department. The only requested increase to next year's budget is for additional tour guides. In the past, the Museums have hire up to seven part-time tour guides. With the projections for next year, the Museum would need at least seven full-time tour guides. In addition, in order to be competitive, she has requested that the pay be increased to \$16 an hour, up from \$14.50. Other comparable positions start at over \$18 an hour. All of these additional cost increases would be offset by increased revenue from more visitors, and would not occur should the projections for next year not actually happen.

Anita reported that Marni Rickelmann just reached her four year anniversary and Erika Jayne Christian reached two years. With the absence of a Program Assistant for over a year, the two-person staff at the Totem Heritage Center is barely treading water. In addition to their regular workload, staff has had to learn new technology and adapt to new ways to conduct their programs. They are constantly being interrupted, on average 30+ times a day. Staff has had to change their working hours, including working nights and weekends. Anita reiterated that the Museums have to fill this vacancy and she working the City Manager's office to get this position back into next year's budget.

The city departments were asked to only budget for “vital” Capital Improvement projects for 2022. Anita feels that it is vital that the Totem Heritage Center have a second accessible exit so she has asked for the back ramp at the Totem Heritage Center be rebuilt. The rotten original ramp has already been removed. This ramp is vital for the flow and safety of the visitors, especially if the projected visitor numbers happen next summer.

Anita reported that the draft budget is currently at Finance and will move on the City Manager’s office before being presented to the City Council at the end of November. Changes to the draft budget may still occur anywhere in this process. In addition, she commented that the Museum is always looking at various grants.

Sven Westergard asked where the money would go if the Museum did charge to use the program/community space. Would it go into the City’s General Fund? Anita responded that those funds do go in the general fund.

Michele asked about the current Admission prices. Anita commented that she has looked at other museums of similar size and she feels that the Museums fall into the upper range of the admissions scale. When she started the price of admission was \$1. It was increased to \$3 and then increased again to the current rate of \$6. She feels like this may be the tipping point for some visitors.

Peter Stanton commented that his personal view is that the Museums could increase up to around \$10 with all the renovations and updated displays. Michele concurred with Peter’s comments.

Janalee commented that when she visited the Smithsonian the charge was \$20, or whatever you could pay. She agrees with Peter that the cost could go up.

Gloria replied that she has worked as a tour guide and taken money at both facilities and she has seen first-hand the number of people who see the admission charges and turn around and walk away. She worries that the people who are not willing to pay the admission rates would increase with a rate increase, and that most of these visitors are the ones that would benefit from visiting the Museums and learning more about the culture of the place they are visiting.

Chet asked if it would be possible to put out a donation box for the new HVAC system. Anita commented that a donation box could be installed.

Laurie asked if the room usage fee could be an encouraged donation. If that might help to offset operating costs.

Michele asked about the Museum’s fundraising capabilities.

Anita cautioned the Board to rely on fundraising. She does not want to set a precedence that the Museum can fend for themselves, which may encourage reduced funding from the City. She did reiterate that she feels grant funding is the best way to supplement the regular budget. Anita commented that Karl Amylon was an advocate for the Museums and the Library. He believed that the Museums and Library were just as vital to the community as other Departments.

Laurie agreed with Anita’s commented regarding Karl and added that he was instrumental in getting the funding for the renovation.

Jeanne Sande commented on the admissions fees. She has observed during her time volunteering in the hospital gift shop that it’s practical, and sometime easier, for someone to pay \$10 instead of \$9. Then they don’t have to deal with change.

Anita replied that more and more people are paying by card so cash money and change are not an issue.

Carrie commented that the people who walk away are walking away from the admission charge in general and not necessarily the increase.

Alex Kramarczuk indicated that he is not in favor of an admission increase. He believes that a \$1-\$2 increase could turn people away and that the Museums need to be accessible. He would encourage other ways to generate additional revenue.

Chet reiterated that local visitors are not charged admissions and that only out-of-town visitors would be affected by a price increase.

Janalee asked if the Museum would be hosting the gingerbread houses again during the December art walk. Anita replied that this event is sponsored by the Peace Health Foundation and we are just the space they have used the past couple of years. Janalee and Gloria would like to recommend this year's gingerbread house theme be centered around the Herring Protectors from Sitka. This would be a great introduction to the January exhibition of the Herring Protectors robes, as well as educating the community with a basic understanding of what the Herring Protectors are doing.

At this point, the Chair went back to *Item 3. Communications, c. Recognition of Borough representative Sven Westergard*. Michele offered a hearty thank you for all of Sven's efforts during his time on the Museum Advisory Board. Sven commented that he loves the history of this town and the Museums.

8. Advisory Board Comments:

Peter commented that he is anxious with the budgeting process and the prep for next year's visitors. He encouraged everyone to keep advocating for the Museums.

Laurie reported that she recently visited a museum in New Mexico. She attended a fundraiser for that museum and she noticed how a lot of museums are struggling. She commented that the Museum here is lucky to have the staff and resources that they do. Overall, the Museums are in good shape comparatively.

Gloria commented that she appreciated how responsive staff was with the Irene and Nettie Jones presentation. Museum staff said yes at the last minute and was able to assist with getting everything set-up. She commented that the Museum has some of the best staff and to continue to advocate for them.

Alex echoed everyone's comments. He would also like to participate on the group that works to create the policies and procedures for using the Museums for special events.

Teri Hoyt commented that it might be worth looking in to charging Locals \$1. Also look at giving visitors the additional option of donating to a new HVAC.

Chet commented that he liked the idea of charging locals; they may value it more if they have to pay. He asked if there was need for the advisory board to address the City Council regarding the proposed budget. Anita replied that it would be better to wait and see what happens with the budget while going through Finance and the City Manager's office and what their concerns are. Chet agreed and also commented that, if needed, one member could address the council with the board's concerns. Chet also reported that twice he brought guests in during the summer and he is proud to be a part of the Museums.

Janalee commented that, with the conversation of charging the locals, she would encourage looking at some type of family pass like Totem Bight sells. She also commented that she was amazed at the Irene Jones project and would like to see more of these types of social justice stories as part of the walking tour.

Carrie commented that the staff at the Museum is amazing and she would like to see more opportunities to network. Jeanne thanked the Museum for hosting the Ketchikan at the Fair exhibit. She emphasized that local exhibits bring locals in to the Museum.

Sven encourage the board and staff to keep on doing the amazing work, and to think outside of the box.

Michele commented that it was nice to see everyone.

The next regularly scheduled meeting of the Museum Advisory Board is November 16, 2021 at 4:30pm.

9. Adjournment

The meeting adjourned at 5:45 pm.

Respectfully prepared by Stacy Brainard

All Museum Advisory Board meeting are recorded. If you would like access to these recordings, please contact Stacy Brainard, Administrative Secretary at 225-5600 or stacyb@ktn-ak.us

The following notes were submitted by Teri Hoyt in writing after the meeting due to a bad internet connection:

"I would like to add a couple comments, as chiming in was impossible for me yesterday.

Public use of the meeting rooms at the museums is vital to keep Ketchikan residents connected to these amazing facilities. Great idea that there was a display of quilts from the fair. That brought locals in who may not have otherwise visited the building. Education is at the top of the list for one of the missions of our museums, and I continue to support the active tours of school groups utilizing these buildings! Additionally, how about hosting boy scouts, youth court, and other groups, maybe for a small fee? There could be a gathering of folks for Elizabeth Peratrovich Day, or for the day recognizing the missing indigenous people? I know some of these gatherings have occurred in the past.

I think it is time to start charging locals a small fee for entry to the museums. Most people understand the challenges of the cost of maintenance and staffing etc, and would, (should) be happy to pay. Maybe a dollar a person, or a dollar a family as Chet mentioned. I agree with Peter, our fees are low compared to many museums I have visited down south. Also, if it is not already in place, I believe the donation box should be out in the lobbies of both museums. How about asking visitors "would you like to donate one dollar to help fund HVAC", or whatever? Safeway has buttons to help groups get donations when one uses a card while making purchases. If the opportunity to donate a little more is presented to people, it may bring in a bit more money.

Good job to the staff for making the most of the limited tourist season this year, way to be adaptable! Next year sounds very busy, and I agree that additional help will be needed for the staff, and a higher wage will help attract quality people to guide visitors through the museums.

Lastly, I hope to thunder we can meet in person on November 16th, if our risk level is lower. I'm on the Ketchikan Area State Parks Board and we have been meeting in person throughout the Covid crisis....properly masked and distanced of course. I really miss the Museum Mid-Day events, and visiting with everyone at our meetings.

I believe a lot more can be accomplished by the board and staff actually meeting together for brainstorming, working toward our shared goals. Thank you for taking the time to read my thoughts. Enjoy this first day of autumn."

Teri Hoyt