



NOTICE OF SPECIAL MEETING

MUSEUM BOARD

165 Forest Avenue
Pacific Grove, CA 93950
(831) 648-5716

DATE: Wednesday, November 18, 2009
TIME: 3:30 P.M.
PLACE: Museum Conference Room - 2nd Floor

AGENDA

- I **APPROVAL of AGENDA**
- II **APPROVAL of MINUTES**
Regular Meeting of September 9, 2009
- III **CORRESPONDENCE**
- IV **PUBLIC COMMENTS** (*Opportunity for members of the public to comment on items not appearing on this Agenda. There will be opportunity for public comment on each Agenda item during the Board's consideration of that item. Public comments are limited to three minutes each.*)
- V **CITY COUNCIL LIAISON COMMENTS [Lindsay]**
- VI **BOARD MEMBER COMMENTS**
- VII **MUSEUM DIRECTOR'S REPORT**

- A. Review of Museum's September operations [Mannel]
Action: Receive report
 - B. Review of Museum's October operations [Mannel]
Action: Receive report
- VIII **LIAISON/COMMITTEE REPORTS**
- A. Museum Association [Blaziek]
 - B. Monarch Advocacy Liaison Report [Blaziek]
- IX **OLD BUSINESS**
- A. Update - Point Pinos Lighthouse Issues [Shonman]
Discussion of issues affecting the Point Pinos Lighthouse.
Action: Discussion only
- X **NEW BUSINESS**
- A. Museum Collection: Proposed Accessions [Mannel/Walker]
Review request to return accession artifacts into PGMNH Collection.
Action: Consider recommendation that City Council approve accession of artifacts.
 - B. Update - City Manager [Shonman]
Report of meeting with Pacific Grove's new City Manager
Action: Discussion only

Adjournment

NOTE: *Copies of documents presented at this meeting will be available at the meeting. Copies of these documents may also be obtained, as they become available, from the City's Museum Board webpage: <http://www.ci.pg.ca.us/boards/mus.htm> (click on "Agenda"), or from Deputy City Clerk Ann O'Rourke at 648.3172 or aorourke@ci.pg.ca.us.*

The City of Pacific Grove does not discriminate against individuals with disabilities; meetings are held in accessible facilities.

PACIFIC GROVE MUSEUM OF NATURAL HISTORY

Museum Board Meeting

MINUTES **DRAFT**

9 September 2009

PRESENT: David Shonman (Chair), Geva Arcanin, Sharon Blaziek, John Pearse, Judy Wills

ABSENT: *none*

STAFF: *none*

GUESTS: Carmelita Garcia (Council Member), Deborah Lindsay (Council Liaison), Pat Herrgott, Sally Herrgott, Dan Myers (for Nancy McDowell, Lighthouse Docent Coordinator), Dennis Tarmina (Heritage Society), Nancy York (Museum Store Manager)

Chair Shonman called the meeting to order at 3:35pm

I. APPROVAL OF AGENDA

Approved unanimously after agreement to move IX-A forward to allow people interested in the lighthouse to leave early.

II. APPROVAL OF MINUTES

Minutes of August 12 and August 26 approved with minor changes.

III. CORRESPONDENCE

none

IV. PUBLIC COMMENTS

Sally Herrgott asked that a member of the Foundation Board be present at the meetings, and asked whether Arcanin served in that capacity as well as being a member of the Museum Board. Shonman replied that Arcanin was a member of the Board, and he had asked for the Foundation to designate a person to be liaison with the Board.

V. CITY COUNCIL LIAISON COMMENTS

Council Liaison Deborah Lindsay noted that a new City Manager had been selected and would begin in October. She urged the Board to make an appointment through the City Clerk to meet with him as soon as possible. She also said a new Mayor would probably be selected at the next City Council meeting.

VI. BOARD MEMBER COMMENTS

Pearse said the upcoming temporary exhibit looked great and Wills said she was pleased with the work on the garden. Arcanin mentioned all the work that is being done in preparation for the site visit by the AAM in October, and asked if Shonman would meet with the AAM committee. Shonman agreed.

Shonman mentioned that the standard way for members of the public to contact appointed members of the City's committees and boards, including the Museum Board, is through the City Clerk. Pat Herrgott said that was not the way it was in the past when addresses and phone numbers of members were published.

IX. OLD BUSINESS**A. Museum Board Function and Responsibilities**

Shonman summarized his report to the September 2 City Council meeting, and said the Council asked that the Board consider having a role overseeing the Point Pinos Lighthouse. He said he invited Dennis Tarmina and Dan Myers to attend our meeting to give their perspective.

Tarmina reviewed the Heritage Society's involvement with the Lighthouse since former City Manager Colangelo asked for help last year. He said the City had signed a contract with a group of professional lighthouse restorers to look over the Lighthouse, and are now waiting their report. He also mentioned the complexities involved with managing the Lighthouse, with deed restrictions and the jurisdiction of different agencies, as well as public safety issues. There is a need, he said, for the City to appoint a person or group to be an advocate of the Lighthouse.

Myers spoke of the role of the docents at the Lighthouse and the Museum's shop there. Nancy McDowell, the City's Lighthouse Docent coordinator, had been working through the Museum but now

reports to Public Works; this might hamper her ability to fulfill her responsibilities.

Further discussion among Board members, Tarmina, and Myers established the need for a City-recognized advocate for the Lighthouse, but it was not clear what role the Museum Board should have in the matter. Shonman agreed with Lindsay's suggestion that he and others should meet with the new City Manager as soon as possible to discuss the situation. He also would like to get all the people concerned about the Lighthouse to work together.

VII. MUSEUM DIRECTOR REPORT

Director Mannel had distributed her report earlier, and it was in the Board's agenda package available on the City's website. Pearse, Wills, Blaziek, and Arcanin reported that it was fine. Shonman said he was concerned that no mention was made of work toward reaccreditation. Arcanin said that she and Mannel were putting together material for the AAM site visit next month, and she and Shonman were on the accreditation committee. Lindsay recommended that the Board prepare a letter for the AAM when they come for their site visit. The Board members agreed, and Shonman said he would call a special Museum Board meeting later in the month to deal just with the site visit.

Pat Herrgott pointed out that the Museum Association was not given credit in the report for the volunteer program.

VIII. LIAISON/COMMITTEE REPORTS

A. Museum Association

Blaziek said she had not had time to prepare a report, but she orally reported that the latest issue of *Horizons* is at the printer, there will be a fund-raiser featuring raptors scheduled for 26 September, and plans were underway for this year's Monarch Madness in November. She also mentioned the discussion at the Association Board's September meeting about whether the Association should dissolve itself and have its members become members of the Foundation or simply merge with the Foundation. She said a lawyer has been retained and the tendency is toward dissolution. Pat Herrgott said she did not like the idea of dissolution, and Sally Herrgott asked if it was urgent to do now.

B. Monarch Advocacy Liaison Report

Blaziek handed out the Monarch Liaison Report that she had prepared. There was a brief discussion of the vandalism that has been occurring at the Monarch Sanctuary, with vandals targeting drip lines, young eucalyptus trees, and a newly planted bottle brush shrub. It might have been done by fanatics opposed to non-native plants.

X. NEW BUSINESS

Pearse brought up the need for the Board to develop a Building Master Plan as called for in Council Policy 200-5. It was agreed that the Board should start doing that, and it will be on the agenda of the October meeting.

Adjournment: 5:35 pm

The next meeting will be a Special Meeting scheduled for later in September to deal with the Board's role in the AAM accreditation visit.

Respectively submitted,
John Pearse
Member, Museum Board, City of Pacific Grove

**Pacific Grove Museum of Natural History
Director's Report
October 2009**

Table of Contents

(Ctrl click to jump directly to a section of this report)

I.	Executive Summary	2
I.	Visitation.....	2
II.	Exhibits	3
III.	Education	3
IV.	Marketing and Promotions.....	4
V.	Organizational Updates.....	4
VI.	Personnel & Volunteers	4
VII.	Collections	5
IX.	Facility and Risk Management	5

I. Executive Summary

The Museum enjoyed 4,261 visitors this October which is a 700% increase of the 641 guests visiting the Museum in October 2008. These numbers are even more amazing when one realizes that the Museum was forced to close down two days this October because of a storm induced power outage. In fact, the Museum had more guests in one day of the Museum, the Bats and Spiders Science Saturday on October 31, than the Museum had in the entire month of October 2008.

This success is due to many factors. One factor is that the Museum is seeing more success brought on from efforts to build the family audience. Families are beginning to key into Science Saturdays as a fun and educational activity. In addition, children are remembering the Museum as a “fun place to go” from positive field trip memories. In addition, there is a sense that the overall community awareness of the Museum has increased that is increasing the overall daily attendance. Another factor is the success of the current “Treasures from the Basement” Special Exhibit. This exhibit is being well received by residents and tourists alike. The Museum would do well to revisit this exhibit concept every two or three years.

The Native Plant Garden took a large step forward with a community planting day on October 4. At this music filled event, approximately 20 volunteers planted over 100 native plants. The plants were largely donated by the Native Plant Revival.

As mentioned earlier, an El Nino storm closed the Museum for two days, due to an electrical power outage. Pacific Grove Public Works setup a generator to keep the basement sump pump operational.

[Ctrl Click to Return to Table of Contents](#)

I. Visitation

Visitation and Visitor Experience	October 2009
Museum Visitation	4,261 guests.

[Ctrl Click to Return to Table of Contents](#)

II. Exhibits

Exhibits	October 2009
Special Exhibits	<ul style="list-style-type: none"> ▪ <i>Treasures in the Basement</i> is being exhibited in the Special Exhibit Hall. It remains until January 9, 2010. ▪ <i>Charles Darwin</i> Special Exhibit is being exhibited in the Vern Yadon Gallery. This exhibit originally ran February 2009 - It is back by popular demand.
Permanent Exhibits	<ul style="list-style-type: none"> ▪ Chris Tenney, local lepidopterist, is working on updating the “Some Insects of Monterey County” exhibit case to instead showcase the Butterflies of Monterey County. This exhibit may be in place in time for Monarch Madness, but as late as December.

[Ctrl Click to Return to Table of Contents](#)

III. Education

Education	October 2009
School Group Visits (Museum)	<ul style="list-style-type: none"> • Preschool, 15 student + 5 adults, PG Community Preschool (Pacific Grove) • 1st grade, 22 students + 7 adults, RLS (Carmel) • 4th & 5th grade, 15 students + 6 adults, Manchester Elementary (Mendocino) • Graduate program, 15 students, CSUMB Science Illustration
School Outreach	<ul style="list-style-type: none"> • 2nd grade, 22 students, Forest Grove (PG)
Museum Tours	<ul style="list-style-type: none"> • Golden West Travel, 40 seniors (Bay Area)
Science Saturdays	<ul style="list-style-type: none"> • Focus on Bats and Spiders, 700 visitors
Partner Education Programs	<ul style="list-style-type: none"> • Monterey Peninsula Regional Park District, 2 1½-hr classes, “The Naturals’ Art Class” • The Lyceum, 2 1½-hr classes, “Geocaching,”

[Ctrl Click to Return to Table of Contents](#)

IV. Marketing and Promotions

Marketing Promotions	October 2009
Newspapers	Events posted in MC Weekly Calendar and Monterey herald Go! Calendar
Web	172,202 hits on www.pgmuseum.org website.
Museum phone	Museum phone updated.

[Ctrl Click to Return to Table of Contents](#)

V. Organizational Updates

Museum Governance	October 2009
AAM Reaccreditation	A new AAM site team is being pulled together and no new date has been set. A March – April timeframe seems likely.

[Ctrl Click to Return to Table of Contents](#)

VI. Personnel & Volunteers

Personnel	October 2009
Volunteers	<ul style="list-style-type: none"> ▪ Total of 249 Volunteer Hours: <ul style="list-style-type: none"> – Museum Host volunteers worked 29.5 hours – Museum Education Docents worked 18 hours – Museum Store volunteers worked 105.5 hours – Museum Garden volunteers worked 40 hours at a Community Planting Day in the Native Plant Garden – Sanctuary Docents volunteered 50 hours – Enrichment Training 6 hours

[Ctrl Click to Return to Table of Contents](#)

VII. Collections

Conservation & Collections	October 2009
Collection activities	<ul style="list-style-type: none">• Pottery storage upgrade started to store pottery per professional guidelines• Upgrading storage conditions for lithic collection (projectile points)• Inventory continues – finished over half of the storage area• Ordered art racks and storage cabinets for improving artifact storage

[Ctrl Click to Return to Table of Contents](#)

IX. Facility and Risk Management

Facility and Risk Management	October 2009
Repairs / Upgrades	<ul style="list-style-type: none">▪ An El Nino storm knocked out the Museum's power for approximately 48 hours. During this time, Public Works set up a generator to operate the basement's sump pump. A request has been submitted to purchase a sump pump with an automatic battery backup that will provide 36 hours of continuous sum pump operation.

[Ctrl Click to Return to Table of Contents](#)

To: Museum Advisory Board
From: Sharon Blaziek
Re: ASSOCIATION LIAISON REPORT

November 18, 2009

- The Association's held its Annual Meeting on Saturday, November 7th at 2:00 p.m. Foundation President Jason Burnett did a video presentation of the vision of the "New Museum." Lila Staples, a director of the new foundation board gave a short talk on why the Association and Foundation consolidation is a good idea.

At the meeting, retiring director Steve Clark was given a plaque in honor and gratitude for his eight years of service to the Association Board and the Museum.

- The 6th Annual Monarch Madness Family Fun Day will be Saturday, November 28th from 11:00 a.m. to 3:00 p.m.

- Artists in the Museum will make its second annual appearance on Wednesday, December 2nd, to coincide with "Christmas at the Inns."

To: Museum Advisory Board
From: Sharon Blaziek
Re: MONARCH LIAISON REPORT

November 18, 2009

Sanctuary:

There is controversy over the city's trimming of eucalyptus trees in the Monarch Grove Sanctuary. Large branches hanging into neighboring yards were trimmed back to avoid future liability issues. This appears to have affected the microclimate that monarchs need to overwinter. The trimming was done without permission of the city council, which is a city ordinance.

Construction at the Adult School appears to be near completion. The outer construction of new buildings are finished.

Other:

Ruth Hartmann, Laurel Robertson and Sharon Blaziek made "butterfly antennae" to be sold at the butterfly parade. 108 pair of antennae were sold before and during the parade. Proceeds were turned over to Bernie Ferrara, Association Administrative Assistant.

A prospective butterfly docent also signed up during the parade. Her name has been turned over to Annie Holdren and Tama Olver/Volunteer Coordinator—Volunteer Coordinating Committee.

Our Monarch Madness Family Fun Day is scheduled for Saturday, November 28th. There will be a Monarch Band (The 5 Ms) from Santa Cruz, informational tables from the Museum Monarch group and Natural Bridges, Mary Lee Sunseri singing butterfly songs, Phil Hawthorne telling butterfly stories, Sandi Douglas and Pete Michel with their Milkweed plants and examples of all stages of metamorphosis, Helen Johnson with live Monarchs, monarch butterfly book signing, crafts, Annie Holdren's butterfly science and microscopes, hot dogs and cupcakes for sale—and much more!

Interesting fact:

Unrelated to our monarch butterflies, but incredible: There was an article in the October 5th VallejoTimes-Herald, to quote:

Butterflies typically live about two weeks, which is why it's rather extraordinary that a handful of specimens at Six Flags Discovery Kingdom has lived more than a year, experts say.

*Park entomologist Rich Kelson and U.C. Davis entomologist Steve Heydon said several blue-banded purple butterflies (*Myscelia cyaniris*) in the park's butterfly habitat have likely lived so long in part because they're living in captivity.*