

Monday, January 15, 2019  
Minutes

**MUSEUM & ARCHIVES  
COMMITTEE**

Door County Government Center  
Door County Museum  
18 N 4<sup>th</sup> Ave, Sturgeon Bay, WI

*Oversight for the Door County Historical Museum & Archives*

**Call meeting to order**

The Tuesday, January 15, 2019 Door County Historical Museum & Archives Meeting was called to order at 11:33 a.m. by Chairman Linda Wait in the Chambers Room at the Door County Government Center.

**Establish a Quorum ~ Roll Call**

Committee members present were: Linda Wait, Helen Bacon, David Englebert, Dan Austad and Susan Kohout. Joel Gunnlaugsson and Ken Fisher were excused.

Others Present: Maggie Weir- Museum Curator, Ken Pabich, County Administrator, Tina Kakuske, Library Director, Steve Rice, Archives Intern and Laura Kayacan, Adult Services Librarian.

**Adopt agenda/Properly noticed**

Motion by Austad, seconded by Kohout to adopt the agenda. Motion carried by unanimous voice vote.

**Approve the minutes of the November 20, 2018 meeting**

Motion by Englebert, second by Bacon, to approve the minutes of the November 20, 2018 meeting. Motion Carried by unanimous voice vote.

**Correspondence**

None

**Public Comment**

Bacon commented on the exhibit on the Sister City display at the ADRC building, and how good a job it is.

**Curator Report**

Maggie Weir gave her curator report. Stated they are continuing to work on accessioning all the items brought in over the year. A volunteer group is working on accessioning the DC Advocate papers.

All the newspapers since 1862 has been brought over to the Government Center building, and the stone county replica and the newspaper replica on the outside of their building was brought to the Museum. The museum has a fob to get into the storage room that the newspapers are kept in to give access to people that want to see them.

**Friends of the Museum Report**

No Report

**Continuing/Pending Business**

**Archives Update**

Steve Rice went through a power point presentation on the status of the archives. He sent surveys out to the various groups and first needed to determine the scope of nature of their Historical records and what they use them for. Also looked into the possibility of collaboration with each group and checked into the accessibility of the Library taking over the archives. Steve also stated that he did actual interviews to get more detail from each group on their archives. Currently, based on the majority of the groups that responded, there is approximately 800 cu. feet of archives needed including the counties archives. Most groups are interested in having a central location of the information online, but not necessarily their actual items. Some still want to maintain their own archives.

### **Status of Acquisition of the Younkers Home Store Building**

Pabich stated that the County Board will tour the Younkers building on Friday, January 18<sup>th</sup> at 10:30 a.m. About 7,000 sq.feet would be available for the archive storage. The County could use the rest of the 22,000 sq.foot building for other things, such as records retention. Pabich stated the county has made an offer and is contingent upon the approval from the County Board at their next meeting on Tuesday, January, 22, 2019.

A motion was made by Kohout, seconded by Englebert to support the purchase of the Younkers building and to bring resolution forward to the County Board. Motion carried by unanimous voice vote.

### **Videotaping of the Museum**

Laddie Chapman walked through the Museum on Thursday, January 10<sup>th</sup>, to determine the cost to video all the items of the museum. He will have it finished by April for a cost of \$350.00

### **New business**

#### **Discussion/Recommendation of Parcels 2811085260101 and 2811085262502 (442 Michigan St.)**

Pabich stated that one parcel is currently vacant, and the other is currently the archive building. He stated that there really would be no more need for those parcels if we purchase the Younkers building. Pabich mentioned the possibility of redoing the property lines, to keep some land for the Museum and then maybe put the remainder up as surplus property.

### **Request for Agenda Items**

Archives Update  
Status on Younkers Building  
442 Michigan St. parcels  
Proposal for Archives to move to Library

**Next meeting date:** Tuesday, March 19<sup>th</sup>, 2019 11:30 a.m. at the Government Center.

### **Meeting Per Diem Code:**

442

### **Adjournment**

Motion by Bacon, second by Kohout to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 1:06 p.m.

Respectfully submitted, Barb Pavlik

**“These minutes have not been reviewed by the oversight committee and are subject to approval at the next regular committee meeting.”**