

**Monday, June 25, 2019  
Minutes**

**MUSEUM & ARCHIVES  
COMMITTEE**

*Door County Government Center  
Door County Museum  
421 Nebraska St, Sturgeon Bay, WI*

*Oversight for the Door County Historical Museum & Archives*

**Call meeting to order**

The Tuesday, June 25, 2019 Door County Museum & Archives Meeting was called to order at 11:45 a.m. by Vice-Chairman Helen Bacon in the Chambers Room at the Door County Government Center.

**Establish a Quorum ~ Roll Call**

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

Linda Wait arrived at 11:46 and assumed the duties of the chair of the meeting upon her arrival.

Others Present: Maggie Weir- Museum Curator, Ken Pabich, County Administrator, Tina Kakuske, Library Director, Steve Rice, Archives Intern, Wayne Spritka, Facilities & Parks Director, Kelly Hendee, HR Director, Barb Pavlik, Chief Deputy County Clerk, other Museum employees and member of the public.

**Adopt agenda/Properly noticed**

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

**Chairperson Wait Approve the minutes of the March 19, 2019 meeting**

Motion by Supervisor Kohout, second by Supervisor Bacon, to approve the minutes of the March 19, 2019 meeting. Motion Carried by unanimous voice vote.

**Correspondence**

None

**Public Comment**

The following persons commented:

- Don Freix, 8305 Quarter Line Rd, Fish Creek

**Curator Report**

Maggie Weir gave her curator report. Stated they have been pretty busy so far this summer. The Museum will have a new exhibit of opening July 1<sup>st</sup>. They have a gentleman from the Green Bay Fire Dept. coming to talk about fire trucks. Mike Orthober will be doing some more mounting of birds in the museum. Maggie also noted that Laddie Chapman has come in and videoed the whole museum for inventory.

**Friends of the Museum Report**

No Report

**Continuing/Pending Business**

**Status of Younkers Home Store Building**

Administrator Pabich stated they created a small sub-committee for the Younkers building, which includes Linda Wait and Dan Austad from the Museum & Archives committee, to discuss options for the building. They are working on getting an architect on board to get a footprint of the building and to look at the building as the whole site. They are also working with the Miller Art Museum to see if there is interest in possibly locating them in the Younkers building also.

**Status on Parcels 2811085260101 and 2811085262502 (442 Michigan St)**

Pabich stated that it is the desire of the Facilities & Parks Committee and Door County Board to retain the property. The county has put out a RFP that is due the end of July for anyone interested in obtaining and removing the structure(s) off the property.

**New Business (Review/Action)**

**Door County Library/Museum/Archives Merger Proposal**

Administrator Pabich went through the documents included in the packet regarding the options regarding the Library/Museum/Archives Merger proposal. He stated the Library Board is on board with taking on and working with the archives. Pabich also stated that by statute the Library Board can not oversee the Museum, so that will either stay as its own Museum Committee or possibly eventually go under the Administrative Committee. The new positions would need be built into the budget for 2020.

Motion by Supervisor Kohout, seconded by Supervisor Englebert to recommend to the Administrative Committee of hiring a full time Museum and Archive Manager and a part time Assistant Archive Manager for a one-year period starting January 2020 per recommendation as presented to the committee. Motion carried by unanimous voice vote.

**Request for Agenda Items**

Response from Administrative Committee re: Library/Archives Merger Proposal  
Museum budget

**Next meeting date:** Tuesday, August 20, 2019 at the Government Center.

**Meeting Per Diem Code:** 4873

**Adjournment**

Motion by Supervisor Gunnlaugsson, second by Supervisor Fisher, to adjourn. Motion carried by unanimous voice vote. Meeting adjourned at 12:30 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.”**