

**MEETING NOTICE AND AGENDA
SAND SPRINGS CULTURAL & HISTORICAL MUSEUM TRUST AUTHORITY**

**Tuesday, February 18, 2020 – 6:00pm
Sand Springs Museum
9 E Broadway (PO Box 1870)
Sand Springs, OK 74063**

1. CALL TO ORDER _____pm

2. ROLL CALL –

Steve Clem_____ Mayme Crawford_____ Tim Dixon_____ Debbie Nobles_____

Cynthia Phillips_____ Vicki Sisney_____ Grady W. Whitaker, Jr. _____

3. CONSENT AGENDA

All matters listed under “Consent” are considered by the trust Authority to be routine and will be enacted by one motion. Any trustee may, however, can remove an item from the Consent Agenda by request.

- a. Approval of minutes from the January 21, 2020 regular SSCHMTA meeting –
Pages 3-5
- b. Financials & Monthly Disbursements – **Pages 6-11**

Motion_____ Second_____

4. TRUSTEES WILL RECEIVE AN UPDATE ON THE CHANGES TO THE GENEALOGY/RESEARCH ROOM, INCLUDING LIGHTING NEEDS, AND CONSIDER ANY NECESSARY ACTION (Dianna Phillips)

Motion_____ Second_____

5. TRUSTEES WILL DISCUSS HVAC REPLACEMENT AND A DEHUMIDIFICATION SYSTEM FOR THE MESEUM AND CONSIDER ANY NECESSARY ACTION (Grady Whitaker)

Motion_____ Second_____

6. TRUSTEES WILL DISCUSS THE POSSIBLE DONATION OF THE ANTIQUE APOTHECARY/PHARMACY ITEMS FROM THE COLLECTION OF HENERY TANKERSLEY AND CONSIDER ANY NECESSARY ACTION (Ginger Murphy) – Pages 12-70

Motion_____ Second_____

7. TRUSTEES WILL DISCUSS THE PROPOSED SCHEDULE FOR A SERIES OF STRATEGIC PLANNING MEETINGS FOR THE MESEUM AND TAKE ANY NECESSARY ACTION (Grady Whitaker)

- a. July 2020 – Training structure of Trust and Museum Association – Their roles and responsibilities (in-house Trust member and Association member presentation).
- b. October 2020 – Training “Becoming an Effective Leader” (potential outside speaker/cost)
- c. January 2021 – Visioning Summit – Saturday all day event with independent facilitator (outside facilitator/cost)
- d. April 2021 – “From Vision to Reality – Implementing Strategic Goals/Plan” (potential outside facilitator/cost)

Motion _____ Second _____

8. MUSEUM ASSOCIATION REPORT (Lisa Riggs)

Information only – no action will be taken

9. DIRECTOR’S REPORT (Ginger Murphy)

Information only – no action will be taken

10. Museum Coordinator report (Dianna Phillips)

Information only – no action will be taken

11. CHAIR’S REPORT (Steve Clem)

Information only – no action will be taken

12. COMMITTEE REPORTS

Information only – no action will be taken

- a. Tim Dixon, Accession/De-Accession
- b. Grady Whitaker, Jr., Building
- c. Debbie Nobles, Documents
- d. Vicki Sisney, Exhibits
- e. Cynthia Phillips, Grady Whitaker. Fundraising
- f. Mayme Crawford, Finance

13. ADJOURNMENT: _____ pm

This Agenda was filed in the office of the City Clerk and posted at 9:45 am on 2-14-2020, on the digital display board located at 217 N McKinley.

Jeff Edwards
 Jeff Edwards, Sand Springs Parks and Recreation