

**MINUTES OF REGULAR MEETING
SAND SPRINGS CULTURAL & HISTORICAL MUSEUM TRUST AUTHORITY
April 18, 2023 - 6:00pm
Sand Springs Museum
9 East Broadway - PO Box 1807
Sand Springs, OK 74063**

December 2022 to November 2023

MEMBERS PRESENT: Steve Clem 4-1
Mayme Crawford 4-1 @ 6:05 p.m.
Debbie Nobles 3-2
Cynthia Phillips 5-0
Grady W. Whitaker 5-0

MEMBERS ABSENT: Vicki Sisney 2-3
Nathan Woodmansee 2-3

ALSO PRESENT: Ginger Murphy
Dianna Phillips
Joe Medlin
Janice L. Almy (Recording Secretary)

The Sand Springs Cultural & Historical Museum Trust Authority met in regular session on April 18, 2023, in the lower level meeting room of the Sand Springs Cultural and Historical Museum building pursuant to the regular meeting notice and agenda filed with the City Clerk's office and posted at 12:00 p.m. on April 14, 2023, on the display board located at the front entrance of the Sand Springs Municipal Building (City Hall), 100 East Broadway Street, Sand Springs, Oklahoma, 74063.

1. CALL TO ORDER

Chair Phillips called the meeting to order at 6:01 pm.

2. ROLL CALL

Recording Secretary Janice L. Almy called for an individual roll call with members replying in the following manner:

Trustee Clem, here; Trustee Crawford, no response; Trustee Sisney, no response; Trustee Nobles, here; Trustee Phillips, here; Trustee Whitaker, here; Trustee Woodmansee, no response.

It was noted for the record that Trustee Sisney and Trustee Woodmansee were absent from said meeting and Trustee Crawford arrived during discussion of Agenda Item No. 4 at the noted time of 6:05 p.m.

3. CONSENT AGENDA

Chair Phillips informed Trustees that all matters listed under the Consent Agenda to be considered by Trustees are to be routine and will be enacted by one motion.

Chair Phillips noted that questions or clarification on Consent Agenda Items could be addressed prior to taking action. Chair Phillips requested if Trustees had questions or needed clarification on Consent Agenda Items or whether any additional item needed to be considered separately.

There being no other questions or requests, Chair Phillips called for a motion regarding Consent Agenda Items No. 3A.

A motion was made by Trustee Whitaker and seconded by Trustee Crawford to approve Consent Agenda Items No. 3A.

A) The Minutes of the March 21, 2023 regular SSCHMTA meeting.

Recording Secretary Janice L. Almy called for the vote recorded as follows:

Trustee Phillips, aye; Trustee Nobles, aye; Trustee Clem, aye; Trustee Whitaker, aye.

The motion carried 4-0-0

4. MUSEUM ASSOCIATION REPORT

Ginger Murphy provided a written report by Sherry Morris.

Written report included Exhibit Spotlight Events, current and upcoming exhibits, craft fair booth report, Junior Docent program, Old Time Radio Hour program, volunteers and the membership drive.

This item was for informational purposes only.

5. NEW STORAGE AND EXPENSES

Trustee Whitaker provided an update regarding the proposed new storage building and needed maintenance/remodeling. Trustee Whitaker will provide cost estimates at the next meeting.

This item was for informational purposes only.

6. MUSEUM DIRECTOR'S REPORT

Ginger Murphy provided a brief report regarding the "welcome back" of Dianna Phillips, Museum Coordinator; Trustee Debbie Noble being recognized as the 2023 Hometown Hero at the Annual Herbal Affair and Festival; appreciation of Park employees for their continued assistance and support; and Trustees for their continued assistance and support.

Updates were also provided regarding the following exhibits or programs: Galveston exhibit, Lunchbox exhibit and Lunchbox program with Mike Baldrige; Benjamin Franklin exhibit; Urban Sketchers; museum visitors during Herbal Affair; recent purchases of supplies and equipment, and continued sorting of pictures and photographs.

This item was for informational purposes only.

7. MUSEUM COORDINATOR'S REPORT

Museum Coordinator Dianna Phillips expressed her appreciation for returning to work and provided a brief report regarding the rearrangement of the meeting room.

8. CHAIR'S REPORT

Chair Phillips reported the sponsors and donations for the upcoming Charles Schluz exhibit.

Chair Phillips informed Trustees of the new security code.

Chair Phillips stated high school grants are being researched/reviewed.

This item was for informational purposes only.

9. CITY MANAGER'S REPORT

On behalf of City Manager Michael S. Carter, Janice Almy expressed appreciation of the Museum participating with the City for the various tours by students from the Charles Page High School Business Professionals of American organization. It was noted that two (2) of the students obtained applications to become museum volunteers.

10. COMMITTEE REPORTS

Trustee Clem / De-Accession – the committee continues works at the museum storage facility.

Trustee Whitaker / Building – no additional report.

Debbie Nobles / documents – no report.

Vicki Sisney / Exhibit – no report.

Cynthia Phillips / Fundraising – no additional report.

Grady Whitaker / Finance – no additional report.

This item was for informational purposes only.

11. FINANCIALS

The regular monthly Financial Reports were provided to the Trustees for their review and information.

This item was for informational purposes only.

12. ADJOURNMENT

There being no other discussion, the meeting adjourned at the noted time of 6:39 p.m.



Cynthia Phillips, Chairperson



Date