

Volunteer Advisory Council (VAC) Meeting

Tuesday, 19 March 2019

Classroom B

2:00 pm – 3:45 pm

Officers Present

Heather Duchow	Chairman
Jean Drzyzgula	Vice Chairman
Dave Price	Secretary

Council Members Present

Jean Bennett	Collections
Jim Boehlke	Living History
Thad Grudzien	Naturalist
Steve Murray	Birds of Prey
Jean Noosinow	Gallery Guide/Silver Sage Store
Siobhan Sullivan	Newsletter
Marge Trayser	Admissions
Sigrid Von Hurst	BHTM

Staff Present

Shannon Campbell	Volunteer Coordinator
Dana Foster	Grants and Development Associate
Brian Hoover	Member Relations Manager
Laurie Newson	Accountant and Operations Specialist
Erica Pelley	Associate Curator of Education
Joe Rose	HVAC/Facilities Technician
Kelsey Yates	Associate Curator of Wildlife

Other Attendees

Tom Filcich	Volunteer
Jerry Noosinow	Volunteer
Barbara Wagner	Volunteer

1. The VAC meeting was called to order by the chairman at 2:00 pm in Classroom B.
2. Staff Reports:
 - a. Volunteer Coordinator—Shannon announced that a new collections manager has been hired. The new manager is Sarah Baylison. She is coming from Prineville’s Bowman Museum and will start work at the High Desert Museum in May. Shannon also announced that Andries Fourie, the museum’s Curator of Art, will be leaving the staff in April. Melinda Foster will be retiring from her store position. She will be replaced by a new hire, Derek Inman. The museum is continuing to advertise for another associate wildlife curator and will soon begin posting fill notices for summer-hire positions. *Kid’s Day* is next Wednesday/27 March and a *Volunteer Appreciation Breakfast* is planned for Wednesday/3 April starting at 9:00 am. The *Certified Interpretive Guide* class will be held the same day as the breakfast. On Tuesday/2 April, Andries

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Fourie will lead a volunteer orientation tour of the April Coppini art exhibit beginning at 11:00 am. Finally, Shannon asked three new employees to introduce themselves.

- b. Dana Foster is the museum's new grants and development associate; Joe Rose is a new museum facilities technician; and Laurie Newson is an accountant and operations specialist. Each individual spoke briefly about their background and responsibilities at the museum.
 - c. Brian Hoover announced that museum membership rates will increase on 1 April. At the same time, there will be a new membership option offered. Also, admission prices will increase for most visitor categories on 1 April. The admissions team is preparing an information sheet about the changes. Brian also pointed out that there are still special passes available for certain visitor categories. These include the *Discovery Pass* and the *Museums for All Pass* available to some low-income families and the *Desert Explorer Pass* available through local libraries.
 - d. Erica Pelley outlined the *Oregon Encounters* program scheduled for five days in mid-April. The program will feature an oral history of a Burns Pauite tribal member, recalling his experience at the Fort Bidwell Indian School. There will be a mining camp that highlights diversity of that community. There will also be a character interpreter who talks about being a pioneer woman married to a buckaroo foreman. The *Pack Your Wagon* activity will be in the *Spirit of the West* hallway. There will be other interactive programs at the *Miller Ranch*, in the *Wiegand Pavilion*, and elsewhere around the museum. The program will host ~250 young students each day.
 - e. Kelsey Yates demonstrated how the museum tortoises are being target and station trained. The training is the first of its kind with small tortoise species and is going very well. This supports the museum's goal of getting *Association of Zoos and Aquariums* accreditation.
3. Old Business: Regarding quarterly volunteer meeting, Shannon said several staff members suggested that the VAC be used as the forum for quarterly volunteers meeting. Today's VAC agenda was developed to test that concept.
4. New Business and New Ideas:
- a. Jean Noosinow suggested a standard process for introducing new volunteers would be very helpful to team leads. She said keeping track of new volunteers was especially challenging with the gallery guides team. Shannon will introduce new volunteers to both the team's staff and volunteer leaders. She will also bring a complete list of new volunteers to VAC meeting. Thad mentioned that gallery guides need to record their contacts in the team log book.
 - b. Thad said that during the recent heavy snow period some accessible parking spaces were unusable because people parked too close to the accessible spots. Everyone needs to be aware and respect the museum's accessible parking spaces.
5. Team Lead Reports:
- a. Silver Sage Store—Jean Noosinow said the store has a lot of bee related items to go with the April Coppini art exhibit. She passed around some examples including a bee house, bee soap, a stuffed bee toy, a honey comb, and a bee book.

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- b. Living History—Jim announced that the *Miller Ranch* will be manned daily starting on 25 March. Also, there is a *Spirit of the West* interpretive guides workshop on 4 April from 9:00 am to noon.
 - c. Desertarium—Jean Drzyzgula said the tortoise target and station training is going very well as Kelsey’s demonstration highlighted. However, the museum’s bearded dragon training is progressing more slowly. Also, the baby rattlesnake is active and alert.
 - d. Photography—Heather said the photography team has everything covered. The team has begun using the LED lights and they have been helpful.
 - e. Naturalist—Thad reported that the team lost one member; however, backfill arrangements have been made. The fall/winter panels on the nature plant table will be flipped to the spring/summer scenes this week. During spring break, there will be two nature walks every day.
 - f. Birds of Prey—Steve said the BoP team is currently focused on getting birds ready for the *Sky Hunters* program.
 - g. Admissions—Marge announced that *Sky Hunter* tickets are available for purchase on-line. She also reported that ~2,400 museum flyers were mail to people who recently moved to central Oregon. The flyers offer a free museum visit and a bonus month for any new arrival that purchases a museum membership.
 - h. Newsletter—Siobhan was pleased with diversity of articles and writers in the last issue of *High Desert Voices*.
 - i. BHTM—Sigrid said everything is going well with the BHTM team.
 - j. Collections—Jean Bennett reported that the collections team cleaned the mud-wagon (stagecoach) exhibit in the main hall. The team is also in the process of re-wrapping collection items in the vault.
7. Something Nice to Say about Someone or Something:
- a. Siobhan thanked the newsletter staff for the excellent articles they have produced for recent editions of *High Desert Voices*.
 - b. Jean Noosinow wanted to recognize Thad for his excellent *High Desert Fish Tails* presentation.
 - c. Thad wanted to recognize Brain Hoover who fixed the audio system just in time for his fish talk.
8. Reminder: The next VAC meeting will be on Tuesday/16 April at 2:00 pm in the board room.
9. The meeting was adjourned at 3:45 pm.

Dave Price
VAC Secretary