

## Archives Minutes August 13, 2014

Lisa Mullinax, Sadie Somerville, Barbara Macklem, Debbie Ricard, Elaine Hickey, June Kleban, Peg Shaw, Peter Slattery, Linda Toman, Kelsey Ransick-Curator

**NOTE CHANGE: Our Next Meeting will be held on Wednesday, September 3** instead of the 10th. Kelsey will not be here on the second and third week and wants to go over our 10<sup>th</sup> anniversary show at the September meeting.

Lisa brought in hinges to attach the doors to the cabinets that she donated to the BSCommunity room

### **Arden Fair:**

Lisa got a call from Judith Kaye willing to museum sit during the Arden Fair

### **Archives schedule for Arden Fair weekend**

#### **Arden Fair Saturday August 30**

**Museum is open from 11-4 Fair day**

**11-1 Judith Kaye**

**1-2:15 June Kleban**

**2:15- 4 Lisa Mullinax**

#### **Museum is open from 1-3, Sunday, August 31 Barbara Macklem**

Barbara will write something for the INFO booth and leave info on museum there on fair day

Lisa will do a story for Arden Page

Linda Toman asked us to return rest of the T shirt stock for the fair

Sadie will send her accounting thus far for sales to Linda and Barbara

Linda will Ask Emily if ACSM can sell 2014 after the fair at same price \$ 10

### **Barbara Report from ACSM board:**

May **rekey the doors** to Museum and community room. Have sign out for keys and get back when positions change

Linda Toman suggested a lock box like the realtors use to leave key in for those who do not have them.

Board suggests for parking issues: **Must park two wheels off the road on leasehold**, Cherry Lane side for load zone only. Kelsey will park there when she is working at the museum. No overnite parking on ACVSM leasehold except for Tenants who have spaces for each apartment (to park overnite.)

Letter to tenants about parking. No overnite parking on Cherry Lane because it blocks the road for emergency vehicles and firetrucks

Event parking reserve the green i.e. for 10<sup>th</sup> anniversary celebration.

U of D museum studies **Sustaining Places -beginners collections management workshops** let Barbara know if you would like to attend?

**Finding aid project** has gone very well

Do two more work days to complete this part. Then Kelsey will make uniform folders copy finding aide to have available for use

**Work days:**

**Wed 20, 3-5 Elaine Peg, Barbara, Linda Toman museum sit that evening and can work on it then.**

**Weds 27<sup>th</sup> 7-9**

Next will be making finding aid for Photo Files and June Kleban collection.

**Outdoor signage** for exhibitions: discussed various possibilities for changing signs for exhibits for the ACSM

Some grant money for the tenth anniversary exhibit; can help with banners

Peg says a new resident is making new bulletin boards for Ardencroft, Lisa says she thinks that the Banners that we have been doing are more characteristic of Arden than a corporate looking one. Do we need them for publicity or need to advertise in other ways? Several people like the banners

Put website on future banners.

Suggestion: maybe changing to new tall banners to announce something new at the museum. Linda has tall banners that she uses for the Arden Fair and can, make one for NEW EXHIBITION for the October opening.

Plan to print a catalog for tenth anniversary exhibition

**O' Baseball Game was a great success!** Alex and Jan gave the donations that they received that day to the Archives. Alex expressed how much he enjoyed the costumes that Barbara and Sadie wore and the poem and info on the event that was handed out. The large copy that Lisa made of the original New York Times Article was also a big hit!

Kelsey and her boyfriend played a good game that day<sup>1</sup>

A story discovered in the archives about Billy Dee Williams playing at the Robin Hood theater inspired Kelsey to tweet him to see if he would remember playing in Arden. He replied that yes, he did remember doing the show there

Barbara and Kelsey are busy working on the Tenth anniversary exhibition laying it out.

When the **museum is closed we will get carpet cleaned and patch and paint**

**Museum closed Oct 6 for two weeks**

**Help is needed to move everything into community room** so that we can clean and paint and then set up exhibition

**Fundraiser for Tenth Anniversary**

Sadie has thoughts of a tea, beer party, possibly smaller events rather than one big one goal to raise funds for museum. Sell Raffle tickets?

Linda suggested Famous Joe's does fundraisers for Swim Guild

June mentioned some fundraisers have been held at Stoney's pub too.

Famous Joe's provides beer and pizza, \$20 admission is split and people donate items for Chinese auction

Linda Toman and Kelsey talked about **Facebook and generating more likes on our site.**

Sadie to send Barb and Lisa list of 10 year museum events