

**Appalachian Women's Museum**  
**Board Meeting**  
**Tuesday, August 12, 2014**  
Jarrett House, Dillsboro, NC

Present: Pam Meister, Roberta Buckner, Amy Smith, Leslie Rojohn, Tonya Carroll, Jessie Swigger, Lisa Potts, Susan Leveille, Claire Collins, Sue Ellen Bridgers, Sarah Beth Lee, Reva Ballew, Cathy Monteith Arrington

Visitors: Calvin Smith, Tim Osment, Emma Weterberger

Meeting called to order by Board President Jessie Swigger, 5:30 pm.

- Motion to approve the Agenda by Amy; Roberta seconded; passed unanimously.
- Motion to approve previous minutes by Claire; Reva seconded; passed unanimously.
- Motion to approve Treasurer's report by Roberta; Amy seconded; passed unanimously.
- Motion to approve Strategic Plan with alteration to Goal 2.5 "Responsible Party: Governance Committee" by Pam; Sarah Beth seconded; passed unanimously.
- Updated Committee Assignments based on Strategic Plan were distributed. A discussion about the Monteith Site Committee's role followed. To ensure that the Monteith Site Committee remains actively involved in the restoration process, Tim will ensure that Calvin is included on communications with contractors as he moves forward with requests from the Board. Calvin will be the liaison between Tim and the Site Committee. If Calvin cannot make a meeting between Tim and a contractor, a substitution will be found.
- Governance Committee Report: The Committee's report was summarized, with an announcement that the Stedman/Covington grant will be submitted September 1 and that \$45,000 to do repairs to the foundation and porch is being requested.
- Tim's Report: Tim went over the report that was emailed to the Board regarding the bids for the roof. The Board narrowed the contractors listed to three. The Board discussed the potential necessity of doing stabilization work on the porch to get to the roof. Board members expressed a desire for information from two of the contractors about their ability to do restoration work, and a need to know how much stabilization of the porch would cost.
- Pam motioned to request bid adjustments from the 3 contractors reflecting the exact same options: 1) restoration of the roof and 2) restoration of the roof with stabilization to the porch and porch roof. We will stay true to our commitment to the County and the people who made donations for the roof that keep us on the straight and narrow path of our fiduciary responsibilities; Roberta seconded; passed unanimously.
- Jessie will send Tim the wording from the Motion via email and he will relay that exact wording to the contractors so that we can have the adjusted bids to consider at the next meeting.

- Motion by Roberta that the Governance Committee communicate to Tim that more information is needed about each contractor's ability to complete historic restoration projects; Amy seconds; passed unanimously.
- Development Committee requests volunteers for the three Fall events: Dillsboro's 125<sup>th</sup> Anniversary, Mountain Heritage Day, and the Dillsboro Pottery Festival. The Committee will also offer opportunities to help prepare for the event ahead of time as they become available.
- Monteith Committee: On July 27 the Canning House was opened for viewing as part of the Community Gardens Tour. Only 7 people toured the house during a six-hour period. Going forward, we will consider other ways to have an AWM presence at this event that is a better use of our resources.
- Education: The Women's Work Exhibit is being expanded, but we are waiting for permission to use new images.
- Volunteer: Tonya and Pam are developing strategies that will better utilize our volunteer base and Tonya will be in touch with committee members to start work on this soon.
- Motion by Amy to approve the Sylva Garden Club/Master Gardener's Proposal to landscape the Monteith grounds with heritage plants with the approval of the AWM given that the Garden clubs recognize that the AWM is leasing, but does not own the Monteith grounds and that they will also need to consult with WATR and the Dillsboro Community Gardens as they create their plan. Cathy seconded. Passed unanimously.
- Tyler Watras has asked for support of the Jackson County Quilt Trail project. Susan and Lisa noted that Tyler allows groups to pick their own designs and that he is a professional artist. Jessie will ask for some clarification about the project's historical content.
- Break
- Executive Session to discuss personnel issues; a quorum was not present after the break so there was only a discussion.
- Meeting Adjourned.
- Next Meeting: September 16, 5:30 pm, Jackson County Public Library Conference Room.

Respectfully Submitted,  
Tonya Carroll

