



City of Lancaster
QUALITY OF LIFE AND CULTURAL SERVICES



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MEETING

LANCASTER MUSEUM ADVISORY BOARD

Monday, April 6, 2015, 7:00 p.m.

MINUTES

The Members of the Lancaster Museum Advisory Board met Monday, April 6, 2015 at 7:00 p.m. at the Lancaster Visitors Center/State Auxiliary Museum, 103 N. Dallas Ave., Lancaster, TX 75146.

Lancaster Museum Advisory Board Members Present: Elle Pope, Shannon Boyd, Mary Ryan, Diane McBride, and Lillian Cullors

Lancaster Museum Advisory Board Members Absent: Yolanda Edwards

City Staff Present: Sean Johnson, Managing Director; and Cynthia D. Williams, Administrative Secretary

I. Call to Order

Chair Shannon Boyd called the Lancaster Museum Advisory Board Meeting to order at 7:03 p.m.

II. Consider Approval of Minutes (March 2, 2015)

Ms. Cullors made a motion seconded by Ms. Pope to approve the minutes of March 2, 2015 as written. The motion carried unanimously.

III. Bylaws Update (Sean Johnson, Managing Director)

Mr. Johnson reported that staff took the Bylaws to City Council for consideration and acceptance. They were unanimously accepted. *(Staff distributed copies of the approved Bylaws to the Board for their review and record.)*

There was no further discussion.

IV. Museum Policy and Procedures Review (Sean Johnson, Managing Director)

Mr. Johnson gave an update on Museum Policies (Loan of Gift Form). The City Attorney reviewed and gave some recommendations and advised that after an extensive review of the entire policies and procedures document, if any modifications are needed for Council consideration to bring all of these back collectively. Loan of Gift Forms from other cities were also reviewed and discussed.

There were further discussion/questions.

V. Set Date and Agenda of Next Meeting

- **The Next Meeting: June 1, 2015 at 7:00 p.m.**
- **Update on any Museum Policies and Procedures**
- **Update on Museum Activities and Programs**
- **Update on Lancaster Country Ride (Saturday, April 11, 2015, 9:00 a.m. – 1:00 p.m.)**

VI. Adjournment

Ms. Cullors made a motion seconded by Ms. Ryan to adjourn. All present approved and the meeting adjourned at 7:28 p.m.

ATTEST:


Cynthia D. Williams, Board Secretary

APPROVED:


Shannon Boyd, Chair
Lancaster Museum Advisory Board