

Butte-Silver Bow Public Archives
Board of Directors
July 10, 2023
12:00 p.m.
Minutes

1. Call to Order: 12:01 p.m.
2. Roll Call: Brian Holland, Sara Sparks, Laurel Egan Also in attendance: Aubrey Jaap, Shannon Hopewell. Excused: Lee Whitney, Abby Peltomaa, and Bill McKenzie
3. Sara motioned to approve June 2023 Minutes, Marissa seconded the motion, all were in favor.
4. Directors Report for July 2023 (Please see attached)
 - a. Marissa inquired about the attendance of Brown Bag Lunches. Aubrey gave a rough estimate of around 50 people.
 - b. Brian mentioned that Hike through History had a write-up in the newspaper. Events will be continued to be promoted through print, social media, and television.
 - c. Aubrey mentioned that the security system update has been completed and all staff badges are working, but volunteer badges are still not working, but Aubrey is working to get that fixed. She inquired if the Board members have attempted to use their badges, and out of those in attendance Marissa is the only one with a badge still and she will work with Aubrey to test hers.
 - d. Laurel inquired regarding Chateau interns, if they are learning to teach workshops or if they are just participating in the workshops. Aubrey said that they are just participating in the workshops, and they will use the skills they learn to do a presentation at the end of the internship.
 - e. Sara recommended that the Archives Board should recognize the Chateau staff at the end of the Chateau summer season in appreciation for their hard work, as the Chateau has been very busy. Everyone was in agreement.
 - f. Aubrey reminded everyone that Christine is currently participating in an art residence and will be in and out of the office. She also mentioned that, at the end of the season the Chateau will look for 2024 at revising its Wednesday- Sunday schedule to be changed to Tuesday through Saturday, as they do not have many patrons on Sundays. The Board agreed in concept and to discuss this again at later date.
 - g. Brian inquired about the Butte Symphony and if they are still using the room at the Chateau. Aubrey said yes, and that they are paying rent for the space.
5. Old Business
 - a. FY24 Budget – Aubrey went through the new budget items. The Chief Executive will recommend the Archivar funding, with the understanding that there will be matching funds to implement the program. The Chief Executive also agreed to recommend purchasing a front desk computer for the Chateau. The Chief Executive

did not agree on funding for .the requested increase from .75 to 1.0 for a staff position. Aubrey will continue to work on that increase next budget year. . Aubrey will attend the next Budget and Finance Committee meeting on July 12th, as they will be reviewing the preliminary budget. Sara inquired if the Archives will be looking into other grant opportunities. Aubrey said yes, they will look into more grants including SARTA.

6. New Business

- a. Aubrey updated the Board that the Root and the Bloom did not renew their lease at Jacobs House.
- b. Marissa motioned to deaccession of the collections listed below, Laurel seconded the motion, all were in favor.
 - i. 2023.090 – 1915 Mountaineer Commencement (duplicate copy)
 - ii. 2023.092 – Newspapers and magazines (poor condition and irrelevant)

7. Other

- a. Brian brought information on a funding opportunity for the Chateau. Aubrey will look into this.
- b. Brian also mentioned that there has been no update regarding ARCO and the ACM records.

8. Adjournment: 12:44 p.m.