

WHITE HOUSE LIBRARY/MUSEUM BOARD
October 27, 2015

The meeting was called to order at 7:00 p.m. by Ms. Evelyn Guill, Chairman. Prayer was led by Ms. Guill. The persons in attendance are as follows:

Evelyn Guill, Chairman
Terry Palmer, Vice Chairman
Jim Varella
Kenny Loveland

Foster Brooks-Palmer, Recording Secretary
Elizabeth Kozlowski, Library Director
Bryan Gilley, Visitor Center Attendant

Each of the members were handed out a packet of information which contained the Agenda, a copy of the July 28, 2015 Minutes, City of White House, Statement of Expenditures and Encumbrances dated September, 2015; and a thread of e-mails directed to Elizabeth Kozlowski requesting assistance; and a copy of the Whit House Museum & Visitor Center Mission Statement/Vision Statement.

The members were given a few minutes to go over the Minutes. Terry Palmer made a motion that the Minutes be approved; seconded by Jim Varella. Motion carried.

Elizabeth Kozlowski introduced the new Visitor Center Attendant, Bryan Gilley. Bryan gave a brief overview of his qualifications. He advised that he went to MTSU and received a Degree in Public Administration. He previously worked at the Hermitage and was an intern with the Robertson County and Sumner County Archives.

Reports:

- a. Budget - Elizabeth Kozlowski went over the budget for the 2015-2016 for the Museum/Visitor Center. (Attached)
- b. Meeting With Architect - Elizabeth advised that the meeting with the architect hopefully will be sometime in November and that once plans were received, then she would let everyone know and we could meet (after all the items have been removed from the downstairs) and see how things are laid out.

- c. Clearing of Building - Elizabeth gave a report of the auctions currently going on regarding the surplus items in the museum/library building. She advised that it was going well and hopefully that all the auctions would end between the 4th and the bidders would have 10 business days to obtain their items. Then hopefully everything will be cleared out around the 18th. There were a few items that were not put into the auction and hopefully they could be donated to another entity. That they didn't want to have to dump it because there were several items that could be used, but were still waiting on possibly donating them to other entities.

Communications –

- a. E-mail. Elizabeth presented to the board members an e-mail which was received by her requesting some information with regard to the Wilks/Stone/Cheatham Family. Elizabeth advised that at present, there was nothing she could assist with and that we would constantly be getting this type of inquiry. Ms. Guill advised that the response that Elizabeth made to the e-mail was correct.

Unfinished Business -

- a. No one brought up any unfinished business other than the fact that Jim Varella said we needed to get the Volunteers fired up and on board to get ready for the re-opening of the museum. Some discussion was had regarding the events that were done in 2014 such as Discover White House. It was the conclusion of all that this event was very well received and that there were a number of people who came by to inquire about things at the Museum.

New Business –

- a. Form for Donations – Elizabeth advised that there needed to be a new Form printed for donation of items for the Museum.
- b. Special Displays – Elizabeth advised that she had been approached by a gentleman who wanted to set up a display with boats he had made. That she thought that it might be a good idea to do some short-term displays such as Artisan Month wherein artisans in the White House area could display their works for a short term.

Military displays – Ms. Guill advised that she really wanted to honor our local veterans and that the military displays were very much a part of the museum and she wanted to make sure these were taken care of. Terry Palmer advised that he was getting together a collection of pictures and things from people he knew as a boy to be displayed as well in the museum.

White House Sports display - Ms. Guill advised that when the White House football team was started early on, that the boys didn't have uniforms, but that

uniforms were donated from the various schools in the area to the football team so they could play. Things like this could be displayed in the museum.

- c. Volunteers – a question was asked how someone needed to become a volunteer. Elizabeth advised that these needed to be directed to her as there were special forms that had to be filled out and submitted to the Mayor/City Manager for approval.

Word on White House. Terry Palmer asked when he needed to get another article to Elizabeth for publication. She advised that as soon as possible. That she still had one article for the next publication, but if he wanted to go ahead and get another one to her, she would have it ready.

Ms. Guill advised that she had missed the last publication of the Word on White House, that the paper was not delivered and by the time she remembered, there were no copies available. She said that she had not received one in some time and some of the others advised this was the case with them. Elizabeth advised that the City paid the Post Office to deliver these and she would check into this. That every address in White House was to receive a copy.

There being no further new or old business, motion made by Jim Varella and seconded by Terry Palmer that the meeting adjourn. Motion carried. Meeting adjourned at 8:00 p.m.

Evelyn Guill, Chairman