



Agenda

Valdez Museum & Historical Archive Association, INC.

July 16, 2026, 4:00 pm

COV Council Chambers

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES FROM JUNE 18 MEETING
- IV. PUBLIC BUSINESS FROM THE FLOOR
- V. NEW BUSINESS
 - I. FINANCIAL REPORT
 - II. BRING RETIREMENT PLAN INTO COMPLIANCE
- VI. REPORTS
 - I. EXECUTIVE DIRECTOR
 - II. PRESIDENT
 - III. POLICY COMMITTEE (Martha)
- VIII. BOARD OF DIRECTORS BUSINESS FROM THE FLOOR
- X. ADJOURNMENT

Next Meeting August 20

Minutes

Valdez Museum & Historical Archive Association, INC.

June 18, 2026, 6:00 pm

COV Council Chambers

- I. CALL TO ORDER- Meeting called to order at 6:28 pm (technical difficulties)
- II. ROLL CALL- Gary Minish, Linda Guthrie, Margaret Nordstrom, Karen Mitchell, Dan Gilson, Martha Barberio, Amber Dennis, and April Vasher-Dean in person; Rich Dunkin, Jim Sherrill on Zoom.
- III. APPROVAL OF MINUTES FROM MAY 21 MEETING - Unanimously approved.
- IV. PUBLIC BUSINESS FROM THE FLOOR None.
 - I. NEW BUSINESS
 - I. FINANCIAL REPORT- Jim Shirrell explains that while our revenue is slightly down in May, the Museum is in good financial standing as expenses are also down. Financial report unanimously approved.
 - II. REPORTS
 - I. EXECUTIVE DIRECTOR - Report presented as attached. No questions.
 - II. PRESIDENT- Martha shared the nice note she received from Chris at Premiere about the town being a favorite stop for some cruisers. Martha stated that there was a late cruise ship (in port until 9pm) and the Museum closed at 5. April stated that there was no staff to keep it open later and that it wouldn't happen again. The Museum has agreements with certain cruise lines to stay open late and this wasn't one of them but will try to accommodate these later cruises in the future.
 - I. FACILITIES UPDATE- Martha gave an update on the possibility of renovating the Royal Center and asked each board member if they agreed with the proposal to renovate as the way forward for the Museum: Gary agreed, Linda disagreed, Margaret agreed, Karen agreed, Dan agreed, Martha agreed, Rich was a maybe, Jim agreed.
 - II. MEETING TIME- new time will be 4:00 pm at COV council chambers.
- VIII. BOARD OF DIRECTORS BUSINESS FROM THE FLOOR

Jim thanked the staff for using their budgets wisely.
- X. ADJOURNMENT - meeting adjourned at 7:59 pm

JULY 2026 ED REPORT

Paid attendance for June approximately 8,400

3,707 Cruisers

4,762 Walk-ins

Tours Provided- 9 OT Tours and 37 BOV Tours

- Started the Citizens Academy
- Senator Murkowski visited the Museum on Egan last Wednesday. Gary, Martha, and I gave her a brief tour and talked about Valdez history as well as our desire to renovate The Royal Center



- Gave my first OT Tour to a group of Globus Bus passengers. Giving another one tomorrow
- Botanical Garden project complete
- Hiring 2 new Ambassadors

ITEM TITLE:

Policy Committee Report

SUBMITTED BY: Martha Barberio, Chair of the Policy Committee, Valdez Museum & Historical Archive

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Approve

SUMMARY STATEMENT:

The personnel regulations should be completed by next month. I would like to have a committee meeting before next board meeting to finalize any corrections. I will send out the regulations to the committee so everyone will have a chance to look over to discuss. I will also attach a new travel policy (mirrored after the city) for approval. We need a process of how travel is paid out to employees and what type of travel would be approved.