

**Pacific Grove Museum of Natural History
Director's Report
July 2014**

Table of Contents

(Ctrl click to jump directly to a section of this report)

I.	Executive Summary	2
II.	Visitation.....	2
III.	Exhibitions	2
IV.	Education	2
V.	Marketing and Promotions.....	3
VI.	Organizational Updates.....	4
VII.	Personnel & Volunteers	4
VIII.	Collections	5
IX.	Facility and Risk Management	5

I. Executive Summary

Jason Burnett termed out of his position as the President of the Museum Board of Directors after completing his sixth year as President. The Museum thanks Jason for forwarding the Museum into a new era of community service. Jason will continue on as a Director of the Museum Board of Directors.

The Museum Board of Directors elected Chris Hasegawa as the new board president.

[Ctrl Click to Return to Table of Contents](#)

II. Visitation

Visitation and Visitor Experience	July 2014
Museum Visitation	Guests – 5,370

[Ctrl Click to Return to Table of Contents](#)

III. Exhibitions

Exhibits	July 2014
Permanent Exhibitions	<ul style="list-style-type: none">• Hawes Water Fountain installed in Museum’s backyard. The fountain features a drain field that does not flow into the sewer.• Submitted application for Use Permit submitted to City of Pacific Grove, including plans for the Butterfly Pavilion.• Structural engineering evaluation conducted to review what support would be needed to remove “hallway walls” to expand planned Monarchs Gallery (location of old Museum Store).

[Ctrl Click to Return to Table of Contents](#)

IV. Education

Education	July 2014
School Group Visits	<ul style="list-style-type: none">• Family Nature Summit, K, 10 students• Village Project, 6th-12th grade, 27 students• Monterey Road Child, K-3rd grade, 40 students

Education	July 2014
	<ul style="list-style-type: none"> County of Education, K-3rd grade, 55 students Total: 132 students
Other Group Visits	<ul style="list-style-type: none"> Family Nature Summit-Adults, 10 visitors Total: 10 visitors
Science Saturday	<ul style="list-style-type: none"> Birds, Feathers and Flight! Total: 689 visitors
LiMPETS	<ul style="list-style-type: none"> Point Lobos Summer Adventures, 40 students Camp SEA Lab, 30 students Young Women in Science, 40 students Point Lobos Summer Adventures, 40 students College Living Experience, 15 students Blue Theologians, 10 students Family Crabby Day-MCRPD, 2 students Blue Theologians, 10 students Young Women in Science, 40 students Total: 227 participants

[Ctrl Click to Return to Table of Contents](#)

V. Marketing and Promotions

Marketing & Promotions	July 2014
Web	Visits: 1,351 Page Views: 4,298
Museum Phone	The Museum phone was updated.

[Ctrl Click to Return to Table of Contents](#)

VI. Organizational Updates

Organizational Updates	July 2014
Jason Burnett terms out of President position on Museum Board of Directors	<p>Jason Burnett termed out of his position as the President of the Museum Board of Directors after completing his sixth year as President. The Museum thanks Jason for forwarding the Museum into a new era of community service.</p> <p>Jason will continue on as a Director of the Museum Board of Directors.</p>
Election of new President to Museum Board of Directors	Chris Hasegawa was elected to be the new President of the Board of Directors.

[Ctrl Click to Return to Table of Contents](#)

VII. Personnel & Volunteers

Personnel	July 2014
Volunteers	<ul style="list-style-type: none"> • Museum Docent volunteers worked 93.50 hours • Museum Garden volunteers worked 7.75 hours • Museum Projects & Events volunteers worked 156.25 hours • Museum Store volunteers worked 115 hours <p>Total Volunteer Hours: 372.50 hours</p>
Volunteer Orientation/Enrichment	<ul style="list-style-type: none"> • New Volunteer Orientation <p>Total New Volunteers: 3</p>

[Ctrl Click to Return to Table of Contents](#)

VIII. Collections

Conservation & Collections	July 2014
Management	<ul style="list-style-type: none"> • Provided documents to City of Pacific Grove for public information request. • Attended Museum Advisory Board meeting to give presentation on suggested improvements to collection storage. • Continued with annual rotating inventory. • Added all un-cataloged items into Museum's temporary catalog which were found during rotating inventory. • Took down and re-installed wall elements in MVSEVM exhibit so that structural testing could be performed on the walls. • Organized Flammable materials cabinet in collection so all "wet" specimens could be contained inside. • Purchased essential disaster response items and added them to the Museum's Emergency Supply Cart.
Conservation	<ul style="list-style-type: none"> • Monthly check of Temperature/relative humidity levels and pest activity. • Established tentative schedule for next round of bird conservation treatments. • Began adding Conservator's conservation reports into PastPerfect. • Purchased new archival materials for use in collection.

[Ctrl Click to Return to Table of Contents](#)

IX. Facility and Risk Management

Facility and Risk Management	July 2014
Repairs / Upgrades	<ul style="list-style-type: none"> • 07/28- Comcast technician conducted an onsite visit. • 07/30- Comcast construction technician conducted onsite visit. • 7/30 Handicap button to open doors into Museum's lobby and into the Museum's garden are still broken. The Museum first reported that these handicap door buttons were broken in May 2014. Submitted another request to City of Pacific Grove public works for repairing these buttons.