



**Pacific Grove Museum of Natural History
Director's Report
August 2016**

VISITATION

Visitation and Visitor Experience	August 2016	August 2016
Museum Visitation	Guests – 2,216 Science Saturday: 250 Lectures- 99 Meetings- 72 Summer Camps: 20 Museum Events- 26 Farmers Markets Lectures (4 Mondays) – 480 TOTAL- 3,163	LiMPETS (off-site)- 50

EXHIBITIONS

Exhibits	August 2016
Permanent Exhibitions	<ul style="list-style-type: none"> • Completed creation of 9 Monarch Sanctuary interpretive signs. • Finished installing gift shop items on walls in new location. • Painted wave patterns on to sand map in geology display, representing wave height in relation to sand specimens. • Removed basket on loan from Exhibit and replaced with local basket from Collection. Repacked loan for transport, scheduled to take place 9/8/2016. • Worked with volunteers staffing table at farmers markets with education collection items.

EDUCATION

Education	August 2016	
School Field Trips	<ul style="list-style-type: none"> • Forest Grove, 2nd Grade – 30 students 	Total: 30
Other Group Visits	<ul style="list-style-type: none"> • Defense Language Institute, Russian Language Program – 10 students 	
Science Saturday	<ul style="list-style-type: none"> • Rocks and Minerals – with the Carmel Valley Gem & Mineral Society Total: 250	
Group Outreach Programs/Kits	<ul style="list-style-type: none"> • San Carlos School Number of kits checked out: 1	
Museum Meetings	<ul style="list-style-type: none"> • Sustainable PG – 21 attendees • Carmel Valley Gem & Mineral – 25 attendees 	

Organizational Updates	August 2016
	<ul style="list-style-type: none"> • Estrella Thoeni was hired 8/18/16 for the part time Guest Services position. • Annie Holdren's last day as Exhibitions Curator was 8/26/16. • Paul Van de Carr was promoted to Curator 8/27/16.

PERSONNEL & VOLUNTEERS

Personnel	August 2016
Volunteers	<ul style="list-style-type: none"> • Museum Docent 10 volunteers worked 100.58 hours • Museum Garden 6 volunteers worked 18.41 hours • Museum Projects & Events 6 volunteers worked 12.47 hours • Museum Store 10.0 volunteers worked 93.54 hours • Black Oyster Monitoring 8 volunteers worked 66.0 hours • LiMPETS 1 volunteer 1.3 hours • Science Saturday 4 volunteers worked 10.13 hours • Museum Tour 0 volunteer worked 0 hours <p>Total Volunteer Hours: 302.43 Total Volunteer Count: 45</p>
Collections Management	<ul style="list-style-type: none"> • Began review and updates for Collection Management Policies, Collection Management Procedures, Conservation Policy, Emergency Plan, and Collections Mitigation and recovery Plan. • Facilitated loan of Education collection taxidermy items for PG Art Center classes. • Continued with photography of collection items, development of database information, and cataloging. • Began working with interns on cataloging and archive projects.
Conservation	<ul style="list-style-type: none"> • Cleaned several collection objects. • Updated database with condition reports and conservation treatment reports.

FACILITY AND RISK MANAGEMENT

Facility and Risk Management	August 2016
Repairs / Upgrades	<ul style="list-style-type: none"> • Windows in the entry, solarium and upstairs education room were cleaned. • Window in the lower education room was repaired. • Garden area improvements on the front of the building were completed. • Ladies public restroom toilets and sinks fixed – City Repair 8/4/16.