

Rockpile Museum Director's Report for January 2021

2020 Visitation

We ended 2020 with a total visitation of **5,899**. That is our lowest official visitation on record. It should be noted that this number does not necessarily reflect all the virtual event attendees as that is sometimes difficult to track and report. Here is the report as compiled by Ms. Schroder.

2020 visitation Board report-Nov						
Visitation comparison						
Date	Visitors	School tours	tours	programs	Outreach	Total
Dec 1 -31, 2019	349	0	15	340	21	725
Date	Visitors	School tours	tours	programs	Outreach	Total
Dec 1 -31, 2020	208	0	0	12	0	220
difference Dec 2019-2020	Visitors	School tours	tours	programs	Outreach	total
	-141	0	-15	-328	-21	-505
Date	Visitors	School tours	tours	programs	Outreach	Total
Jan 1 -Dec. 31, 2019	8320	866	748	2252	1121	13307
Date	Visitors	School tours	tours	programs	Outreach	Total
Jan 1 -Dec. 31, 2020	4267	153	0	280	1199	5899
difference 2019-2020	Visitors	School tours	tours	programs	Outreach	
	-4053	-713	-748	-1972	78	-7408

2021 Quarterly Meeting Schedule with Commissioners

The County Commissioners are moving forward with all quarterly meetings as regularly scheduled for 2021. The Commissioners will plan on being at these unless the Museum Board wishes to cancel or reschedule. Here are the dates as currently proposed:

March 16, 2021

June 15, 2021

September 21, 2021

December 21, 2021 (Subject to Reschedule due to Christmas)

Photo Reproduction Fee Schedule

We have implemented the new fee structure for photo reproductions. Print prices have remained the same. The major changes are in the fees and those fees are as follows:

Regular Photocopies/PDF Scans: First five complimentary, \$.10 per copy b/w, \$.25 color

Oversized Photocopies: \$.50 b/w, \$1.00 color

Scans: \$8.00 per scan

Oversized Scans (larger than 8x14): \$16.00

Disks: \$2.00

Plastic Case: \$2.00

Shipping and Handling: \$5.00 minimum, otherwise by weight

The big shift is in the scan price. Essentially all photos requested will need to be scanned and so each photo requested will cost \$8.00. This fee lines up with most of the other archives in our region and state and will help us pay for the staff time and equipment needed to complete these requests.

Maintenance Meetings and Safety Inspections

I have two maintenance meetings coming up this week and next with Public Works. The first is a quarterly meeting with the maintenance manager regarding any urgent needs or areas that his crews can work on. The second is the annual inspection from the facility manager to discuss larger projects, capital construction projects, systems, etc. **Please let me know if you, the boards, have any issues regarding facilities or grounds that need to be remedied.**

We also have our annual safety inspection on Thursday, March 4th. **Again, if you see anything unsafe please let me know and we will try and get it fixed.** Should there be any items found during the inspection, we will have 45 days to resolve the problems.

Tyler Software Update

We are now officially testing the Munis program portion of the Tyler software. This is the part of the program that handles Accounts Payable (AP). Angela Beenken and I are both training on this portion of the software. I think I'm getting the hang of it and my goal is to learn how to use it well enough to handle AP and call it good. I don't want to spend any more time in the system than I must. Likewise, Angela is going to learn it well enough to cover for me in the case of an absence or vacation. I appreciate her willingness to learn the new software.

I have decided not to use the Project Ledger feature of the program which is a sub-ledger that can allow us to better track spending. I may use this in the future, but I don't really expect to need sub-ledger accounts to be able to track the amount of money we will have in our budget next year. It really is not too difficult to track \$100,000 or less. The general ledger will be enough for those purposes.

The other main area for me to train on is Fixed Assets. Training will begin on this once this year's annual asset inventory is completed in March. I am currently working on our annual inventory at the museum and adding new assets into the system.

Museum's 50th Anniversary

I've begun to think about how to commemorate the Rockpile Museum's 50th Anniversary in 2024. We are only a little over 3 years away and I think this should be a big celebration and ideally a time for us to take stock of our accomplishments and set the vision for the next 50 years. This may require a sub-committee of the Board of Directors or a joint CCRM/RMA Committee that will help pull off a celebration worthy of this museum's tremendous history.

Museum Advocacy Day

I will once again be attending the American Alliance of Museums Advocacy Day this year in order to discuss the issues facing Wyoming museums with our Congressional delegation in Washington D.C. This year's event is a virtual event and I hope to spend at least a few minutes speaking with Senator Barrasso, Senator Lummis, and Representative Cheney. Events of recent days will certainly keep all of them busy, so I will be understanding if I am only able to speak with their office staff. This event takes place on February 22nd and 23rd. I will be joined this year by Alexis Grieve, the Director of Visitor Experience at The Nicolaysen Art Museum in Casper. I have known Alexis for years and she will be a strong advocate for Wyoming. I am excited to participate again and thank the board for your support of this venture.

I also continue to hope to do some advocacy for Wyoming museums at the state level although it has been difficult with cancelled, delayed, and virtual legislative sessions.