



**MCCUNE COLLECTION COMMISSION
REGULAR MEETING**

FEBRUARY 3, 2025

4:30 PM

COMMISSIONERS

Joel Benson, (Chair)
Rebekah Truemper, (Vice-Chair)
Vince Tajima, Treasurer
Henry Beecher
James Petka
Amy Nunn
Paul Perry

HYBRID MEETING
www.Cityofvallejo.net

**Council Chambers
555 Santa Clara Street
Vallejo, CA 94590**

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| <p>NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom</p> | <p>City Hall and the Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.</p> |
| <p>PUBLIC COMMENT: Members of the Public may provide public comments during the City Council Meeting in person or via ZOOM (https://ZoomRegular.Cityofvallejo.net), or via phone, by dialing (669) 900-6833.</p> | <p>For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment</p> |
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| <p align="center">Hybrid Options are available for members of the public to participate. To participate remotely</p> | |
| <p><u>Option to Join by Computer</u> From your browser go to https://ZoomRegular.CityofVallejo.net to launch and join the zoom application. Meeting ID: 914 0075 0676# Meeting Password: 131313</p> | <p><u>Option to Join by Phone</u> Dial (669) 900-6833 Enter Meeting ID: 914 0075 0676# Meeting Password: 131313 Press *9 to digitally raise your hand from the phone. Press *6 to unmute/mute</p> |
| <p>Any supplemental writing related to an agenda item for an open session of a regular meeting that is distributed to all or a majority of all members of the City Council less than 72 hours before the meeting will be posted concurrently on the City’s website at www.cityofvallejo.net/agendas Written material distributed during the meeting, will be available at the meeting if prepared by the City or after the meeting if prepared by someone else. Such materials may be obtained from the City Clerk</p> | |



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AGENDA

- 1 CALL TO ORDER**
- 2 PLEDGE OF ALLEGIANCE**
- 3 ROLL CALL**
- 4 INTRODUCTION OF NEW COMMISSIONER PAUL PERRY**

Commissioner Perry to provide a brief background to Commissioners

- 5 COMMUNICATIONS**
 - A REPORT FROM CITY STAFF**
 - B REPORT FROM COUNCIL LIAISON**
 - C REPORT FROM MCCUNE FOUNDATION LIAISON**
 - D REPORT FROM THE CHAIR**
 - E OTHER/ANNOUNCEMENTS**
 - F ACTIVITY REPORTS**
 - 1. WEBSITE**
 - 2. VOLUNTEER PROGRAM**

- 6 COMMUNITY FORUM**

- 7 CONSENT CALENDAR AND APPROVAL OF AGENDA**

- A APPROVAL OF AGENDA AND MINUTES**

Recommendation: By motion approve the agenda for the February 3, 2025, of the Regular meeting of McCune Collection and approve the minutes from December 2nd, 2024, Regular Meeting of the commission.
Contact: Annette Taylor, Staff Secretary (707) 649-3510
Annette.Taylor@cityofvallejo.net

8 RECURRING BUSINESS

A ACQUISITION OF ITEMS DONATED TO THE MCCUNE COLLECTION

Recommendation: By motion, approve/deny recommendation to the City Council of proposed donated items.

B SUBMISSION OF MONTHLY RECEIPTS FOR REIMBURSEMENT

Recommendation: None

C DOCENTING

9 NEW/UNFINISHED BUSINESS

A CATALOGING AD-HOC COMMITTEE

Recommendation: Action: Receive the information presented by the cataloging Ad-Hoc Committee comprised of Chair Benson and Commissioner Nunn and Tajima and make recommendations as needed.

B PRESERVATION

Recommendation: Action: Receive the information presented by Chair Benson and Commissioner Tajima on possible items in the collection that may be considered for preservation utilizing the \$2500 and make recommendation as needed.

C COMMISSION WORK PLAN DISCUSSION

Recommendation: Action: Review and discuss the ten work plan categories selected by the Commissioners and possibly create an Ad-Hoc Committee for the categories:

1. Cataloging
2. Preservation
3. Digitizing
4. Acquisitions
5. Facilities
6. Succession Plan
7. Programming
8. Volunteers
9. Partnerships
10. Fundraising/Budget

10 FUTURE AGENDA ITEMS

A WORK PLAN CATEGORIES NOT SELECTED AS TOP PRIORITIES WILL BE LISTED ON FUTURE AGENDAS

11 NEXT MEETING DATE

A APRIL 7, 2025

12 ADJOURNMENT

ADDITIONAL CITY INFORMATION

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AFFIDAVIT OF POSTING: I Annette Taylor, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the City of Vallejo McCune Collection Commission, at the time and in the manner prescribed by law and that this agenda was posted at Vallejo City Hall, 555 Santa Clara Street, Vallejo, California at 5:00 P.M., January 30, 2025.

Dated: January 30, 2025

Annette Taylor

Annette Taylor, Secretary

MINUTES

MCCUNE COLLECTION COMMISSION REGULAR MEETING – 4:30 PM. December 2, 2024 Council Chambers

1. CALL TO ORDER – 4:33 pm

2. PLEDGE OF ALLEGIANCE

After Pledge, moment of silence for two former Commissioners, Julie Stratton and Joanne Schivley, on their recent passing, as requested by Commissioner Petka.

3. ROLL CALL

Present: Joel Benson (arrived 4:47 pm), Chair; Rebekah Truemper, Vice Chair; Commissioners Henry Beecher, Jame Petka, Vince Tajima, Amy Nunn

Absent: Commissioner Paul Perry

4. INTRODUCTION OF NEW COMMISSIONER PAUL PERRY

Commissioner Perry absent.

5. COMMUNICATIONS

A. Report from City staff to the McCune Collection Commission

1. Reported that Public Works is researching the push button for handicap accessibility, also reported Public Works put in a new door by the elevator; door arrived may not have been installed.

B. Report from Council Liaison to the McCune Collection Commission

1. No report.

C. Report from McCune Foundation to the McCune Collection Commission

1. Commissioner Beecher reported that the McCune Foundation met and discussed upcoming Open House in December. Foundation will assist financially for foods, provide tea cups and saucers, table decorations, and ornaments for tree.

D. Report from the Chair of the McCune Collection Commission

1. Chair Benson reported that he has spoken to a few librarians about finding someone who could consult with Commission regarding stewardship of an archive. Informal information gathering on how to best manage and take care of the assets. Commissioner Beecher inquired about the request to use the Albion Press. Staff and Chair Beecher to follow up with City Attorney's Office.

E. Others

1. Commissioner Petka gave a brief report on the contributions of former McCune Collection Commissioners Joanne Schivley and Julie Stratton.
2. Commissioner Tajima reported Ken Ennis and his son has put photos and artwork on the McCune Collection website; don't need a separate software program to upload on website.

F. ACTIVITY REPORTS

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1. Website
Commissioner Petka reported that there were two additions to the website since October 7, 2024; the Young Folks' Bible History (1880) page, the Boys King Arthur page.
2. Volunteer Program – No report.

6. COMMUNITY FORUM

None

7. CONSENT CALENDAR AND APPROVAL OF AGENDA

A. Approval of Agenda & Minutes

Recommendation: By motion, approve the agenda for December 2, 2024, McCune Collection Commission regular meeting and approve the minutes from October 7, 2024, regular and special meetings.

Motion to accept the December 2, 2024, agenda, and the October 7, 2024, regular and special meeting minutes by Vice Chair Truemper, seconded by Chair Benson, approved 6-0.

8. RECURRING BUSINESS

A. Acquisition of Items Donated to the McCune Collection

None.

B. Submission of Monthly Receipts for Reimbursement

None.

C. Docenting

Commissioner Beecher recapped the November Sunday event with Miles Cooper; Sunday, December 29th Holiday Cheer Open House, 2 – 4 pm; Sunday, January 26th, presentation on Filipino Cuisine by Roline Casper, 2 – 4 pm; Sunday, February 23rd presentation on Digital Book Design by Diane Hume, 2 – 4 pm. Mentioned preparation for the Holiday Cheer Open House

9. NEW/UNFINISHED BUSINESS

A. Formation of Budget Ad-Hoc Committee for the 2025-26 Fiscal Year Budget

Discussion by Commissioners regarding the need to form a Budget Ad-Hoc Committee. By consensus, no formation of Budget Ad-Hoc Committee currently, continue to work on Work Plan and budget.

B. Treasurer's Report

Commissioner Tajima gave an overview of the Treasurer's Report.

Motion by Commissioner Beecher, seconded by Vice Chair Truemper to approve the Treasurer's Report ending November 1, 2024, as presented, approved 6-0.

C. McCune Endowment Fund

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Vice Chair Truemper reported that she reviewed the report included in the packet and does not have any further questions.

D. Commission Work Plan Discussion

Commissioners discussed the categories selected during the Work Plan meeting. Vice Chair Truemper noted that the categories prioritized during the meeting were cataloging, preservation, digitizing, facilities, programming, and volunteers; the other categories, acquisition, succession plan, partnerships, budget and fundraising did not get any votes in terms of prioritizing them. Commissioner Beecher reminded the Commissioners of the stipend by the city that is used for preservation and suggested an Ad-Hoc Committee for Preservation be created. Discussion on work map to move forward. Suggestion to select and define cataloging and preservation as the first two categories. Discussion followed regarding defining cataloging.

Motion by Vice Chair Truemper, seconded by Chair Benson, to create an ad-hoc committee consisting of Chair Benson and Commissioners Nunn and Tajima to research cataloging and bring back their findings at the next meeting, approved 6-0.

Commissioners discussed reviewing the collection and recommending items that may be considered for preservation to utilize the \$2,500. Chair Benson and Commissioner Tajima volunteered to research items in the collection and bring back their recommendations at the next meeting.

10. FUTURE AGENDA ITEMS

A. Keep all ten work plan categories on the agenda. Categories not selected for action will be moved to future list for later discussion.

11. NEXT MEETING DATE: February 3, 2025

12. ADJOURNMENT – 5:59 pm

Motion by Chair Benson to adjourn.

ATTESTED:

Joel Benson, Chair

Annette Taylor

Annette Taylor, Staff Liaison