

Barnes-Deinzer Seneca County Museum Foundation Lease Proposal

Who the Foundation is

The Barnes-Deinzer Seneca County Museum Foundation has supported the Museum through a number of projects over the years:

- Conservation and restoration of paintings at a cost of approximately \$100,000;
- Contributing \$26,945 to the repair and maintenance of the Museum building including window repairs and shutter repairs;
- Acquiring display cases and preservation supplies;
- Encapsulating the architectural renderings of the County Courthouse;
- Restoration of General Gibson's Adjutant-General uniform;
- Advertising in various publications;
- Supporting the creation of the Museum's website;
- Participating on the Museum Advisory Board;
- Providing the inventory software;
- Spearheading the StEPs program for the Museum Advisory Board including the purchasing the required workbook;
- Contributing \$30,000 to the restoration of the Museum's side porch;
- Contributing \$13,585 toward the pipeline fund;
- Most recently contributing \$10,000 for the installation of security cameras.

The Foundation is a 501c3 organization. Our funding source is trust funds administered by 5th3rd Bank.

The Foundation has been and is a member of the Tiffin Area Chamber of Commerce, Seneca County Convention and Visitors Bureau, the Ohio Historical Society (now the Ohio History Connection), and the American Association for State and Local History.

County Responsibilities

- Utilities including Phone, internet, heating, cooling, electrical, security, water, and sewer
- Maintenance including lawn mowing and snow removal

Foundation Responsibilities

- Foundation will lease the Museum for *three (3) years* at the annual rate of \$1.00
- Open Museum 20 hours/week, noon to 5 pm Wed, Thurs, Fri, and Sat year round
- Oversight by Foundation Board

- Budget responsibility of Foundation
- Develop 3 month, 1 year, and 3 year plans
- Seek grants for special projects and develop other mechanisms for funding
- Inform County of any needed repairs
- Report to County—maybe quarterly, semi-annual, or annual
- Participate in Tourism Ohio and advertise in relevant publications
- Continue inventory
- Continue StEPs program
- Create and rotate special displays
- Update and maintain website and other social media outlets
- Develop and implement a marketing plan
- Develop a housekeeping plan per NPS guidelines for museums
- Develop programs as funding permits
- Establish and organize a research center
- Co-ordinate outreach to City and County schools—especially 4th graders

Collection Management

- All tours will be guided
- There will be at least 2 docents in the Museum when the Museum is open
- The Foundation will clean and repair items as needed, and in accordance with the proper archival procedures
- Grant of Property documents will be properly maintained for every item donated either to the County or the Foundation
- Several policies created as part of the StEPs program have already been approved by the MAB, including Strategic Plan and the Collection Development Policy.
- Future policies and procedures will be shared with the County

Advantages to County

- Museum open even with 20% budget cuts
- Tours—sales tax and bed tax
- Operation no longer a responsibility of County