

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	 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	• Forest Grove, 2 nd Grade – 30 students	Total: 30
Other Group Visits	Defense Language Institute, Russian Language Program – 10 students	
Science Saturday	 Rocks and Minerals – with the Carmel Valley Gem & Mineral Society Total: 250 	
Group Outreach Programs/Kits	San Carlos School Number of kits checked out: 1	
Museum Meetings	 Sustainable PG – 21 attendees Carmel Valley Gem & Mineral – 25 attendees 	

Education	August 2016	
	 Audubon – 26 attendees Total: 72 	
Museum Events/ Facility Rentals/Events	 Summer Camps Completed 8 camps serving 132 children 33 Members, 99 Non-Members 4-6 year old: 34 7-9 year old: 86 10-12 year old: 12 Farmers Market Completed 4 Monday Farmer's Markets + Forager Talks (480 attendees) 	Total:132 (20 in August) Total: 480
Lectures	 Coastal Canvases – 42 attendees Member Exclusive Hike – Elkhorn Slough – 17 attendees Fog Lecture – 40 attendees Total: 99 attendees 	
Limpets	 PBSI teacher workshop - 38 middle school teachers San Lorenzo Valley High School - 4 high school students. Santa Catalina School – 8 high school students 	Total: 50 participants
MPUSD and Educational Outreach Events offsite	• N/A	

MARKETING AND PROMOTION

Marketing & Promotions	August 2016
Web	Visits – 6,757 Views- 14,481
Marketing/Public Relations	 Museum featured in Monterey County Weekly Monarch decline featured in Cedar Street Times Monarch story in the Herald Museum update with Juan in Cedar Street Times Fog lecture featured in Cedar Street Times Fog lecture with Museum mention in Monterey Weekly
Social Media	Museum joined snapchat. Geofilter also completed.

ORGANIZATIONAL UPDATES

Organizational Updates	August 2016
Staff	• Jessica Faddis was hired 8/15/16 for the Museum's Membership and Events Coordinator.
	• Jane Thompson was hired 8/17/16 for the Volunteer Coordinator part-time position.
	 Stacey Limone's last day at Guest Services was 8/18/16

Organizational Updates	August 2016	
	• 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	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 otal Volunteer Hours: 302.43	
	Total Volunteer Count: 45	
Collections Management	 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	 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	 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.