



**Pacific Grove Museum of Natural History
Director's Report
December 2017**

Guests & Event Attendance	December 2017			
Museum Visitation	General Attendance	1,349	Watershed Explorers (off-site)	50
	Field Trips	700	LiMPETS (off-site)	95
	Science Saturday	N/A	Tabled Events	N/A
	Lectures and Classes	44	TOTAL(off-site)	
	Museum Events	48		
	Birthdays	148	In County Visitors (57%)	769
	Rentals	317	Out of County Visitors (43%)	580
	Museum Meetings	73	Sanctuary Attendance	8,180
	Other Groups	N/A		
	TOTAL (on-site)	2,679	TOTAL: 2,824	

Exhibits	December 2017
Permanent Exhibitions	<ul style="list-style-type: none"> Designed draft of new interactive component for bird gallery Created new monarch sanctuary introduction signs Created basic floorplans of all gallery spaces
Special Exhibitions	<ul style="list-style-type: none"> Uninstalled Community Collections Exhibition Installed Wildflowers Through a Quilter's Eyes Exhibition

Education	December 2017					
School Field Trips	School	Program	Grade	Students	Adults	Total
	Sacred Heart School	Ohlone	3rd	30	10	40
	La Mesa	Pred/Prey	1st	80	19	99
	Girl Scout Troop	Sanctuary	Mixed	25	15	40
	Elkhorn	Insects	2nd	86	43	129
	Los Padres	Insects	2nd	116	24	140
	Mission Park	Insects	2nd	92	45	137
	Robert Down	Owl Pellets	4th	26	6	32
	Stevenson	Sanctuary	1st	25	9	34
	Fremont	Insects	5th	45	4	49
	Total:					700
Science Saturday	<ul style="list-style-type: none"> No Science Saturday in December 					
Group Outreach Programs/Kits	School	Program/Kit				
	Robert Down Elementary	Collection Items				
Meetings	Organization	Attendance				
	Sustainable PG	29				
	Audubon	44				
	Total:	73				

Education		December 2017		
Museum Events/ Facility Rentals/Events	Event Name	Attendance		
	Birthdays	148		
	Rentals (Holiday Parties)	317		
	Quilters Opening Reception	48		
	LiMPETS Workshop	11		
Total: 524				
Lectures	<ul style="list-style-type: none"> Lecture: Finding New Planets: 20 attendees Lecture: Moby Dick: 24 attendees 			
LiMPETS	School	Grade	Students	
	Dual Language Academy	Middle School	25	
	El Sausal	Middle School	50	
	Point Lobos Docents	Adult Volunteers	8	
	Pioneer Academy	Middle School	12	
Total: 95				
Watershed Explorers Program	School	Grade	# of Students	
	Monterey Park	4th	50	
	Total: 50			

Marketing & Promotions		December 2017	
Web	<ul style="list-style-type: none"> Website Visits: 7,505 Page Views: 1,4791 	<ul style="list-style-type: none"> Instagram followers: 1,560 Facebook followers: 8,220 Twitter followers: 1,430 Tumblr: 331 	
	<ul style="list-style-type: none"> MC Weekly: https://goo.gl/XLtrXp Daily Telescope: https://goo.gl/icVhRz 		

Organizational Updates		December 2017	
Staff	<ul style="list-style-type: none"> No updates 		

Volunteers		December 2017		
Volunteers	Position/Area	Hours	Docents	
	Museum Docents	111	14	
	Store	43.5	8	
	Garden	18.5	2	
	Science Saturday/Event	0	0	
	BLOY Monitoring	0	0	
	SeaWatch Docent	26.5	8	
	Continuing Education	12	1	
	LiMPETS Volunteer	0	0	
	Watershed Explorers	6.25	1	
	Tours	9.25	2	
	Monarch Docents	128.75	13	
	School Groups	30.75	3	
	TOTAL:	386.5	40	non Duplicator

Volunteers	December 2017
Volunteer Orientation/ <small>Enrichment</small>	Volunteer Holiday Party: 24 attendees New Regular Volunteers:1

Collections	December 2017
Management	<ul style="list-style-type: none"> • Collections Registrar completed online workshop: Basics of Archives • Loans returned from Community Collections Exhibition • Received loan of artwork for Wildflowers Through a Quilter's Eyes exhibition • Conducted Collections survey with auditors • Continued with rotating inventory: photography, cataloging and research of collection. • Assisted with providing tour of collection to members of City Council
Conservation	<ul style="list-style-type: none"> • Made plans for next round of bird conservation to take place in early 2018

Facility and Risk Management	December 2017
Repairs / Upgrades	<ul style="list-style-type: none"> • 12/12/2017- Replacement hardware for banners installed • 12/18/2017- Elevator load test • 12/18/2017- City came to work on thermostat