**Keeping the Museum: Facilities 101**

**Presenters:**

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**Website:** <https://thesmallmuseumtoolbox.wordpress.com/>

* Cynthia Walker has started this site (The Small Museum Tool Box) to collect helpful facilities information, resources, opportunities, and assistance for small museums. Help add to it by using the resources, asking questions, and submitting your solutions!

**Green/Sustainability Resources:**

* “The Green Nonprofit: The First 52 Weeks of Your Green Journey,” Sarah (Brophy) Sutton, 2015.
* We Are Still In Initiative (museums can sign on!) - <https://www.wearestillin.com/signatories>
* “Environmental Sustainability at Historic Sites and Museums,” Sarah Sutton, 2015.

**Presentation Bullets:**

* Seasonal Planning - Winter
	+ Boiler Cleaning and tune up
	+ Windows and Doors Tight
	+ Automatic Oil Delivery
	+ Unheated sections-water drained
	+ Ice Dams – Increase Ventilation
	+ Change batteries in smoke detectors at change over from daylight savings to standard time
* Seasonal Planning – Spring
	+ A/C and humidifier systems cleaned and maintained
	+ Any ice damage in attic or roof
	+ Any critter infestation
	+ Dirt floor – cover with heavy poly to reduce humidity and mold
	+ Accept it is what it is – granite foundation – double wall construction – historic restrictions – drafty windows
* Reduce Operating Costs – Easy Energy Improvements DIY
	+ Install LED bulbs in existing fixtures
	+ Spray foam pipe penetrations in basement
	+ Floor covers for pipe penetrations in working and public areas
	+ Door sweeps
* Resources for Energy Rebates and low-cost resources
	+ Desireusa.org – web site directing you to rebates for each state
	+ Public Utilities – offer free energy audits
	+ State energy agencies – Efficiency Maine
	+ Window Dressers – window inserts (Maine) – efficient substitute for storm windows
	+ Net Energy Billing – switch to solar without any cost and receive discount on your electric bill
* Reduce your hot water costs
	+ Is your hot water coming off your boiler – you are running the boiler during the hot weather just to heat the hot water
	+ Do you have an electric hot water heater – this water heater is generating electricity to keep hot water hot weather you need it or not
	+ Consider a heat pump hot water heater – Available in Maine for $250 with deep discount energy rebate – Very efficient – acts as a dehumidifier in the summer - Make sure you get a hybrid for winter use – geared for low usage

To borrow or not to borrow – That is the question

* Cost of waiting – disaster
* Savings can offset debt payment
* See CRA financing through bank
* Efficiency Maine – 100% financing