

Vicki Felmlee

President, Old Spanish Trail Association

June 22, 2018

Dear Ms. Felmlee,

Please find attached my resume for the position of **Manager, Old Spanish Trail Association**. My 30-year career as a Museum professional, Park Ranger, and Archaeologist has taken me from Santa Fe to Southern Colorado to the Central Coast of California, offering hands-on experience across the fields of Native American culture and arts, regional history, fine arts, architectural design and preservation. My professional background has prepared me for a variety of administrative duties including strategic planning, grant writing for both federal agencies and private foundations, and creating productive working relationships with multiple community-based constituencies and diverse stakeholders.

As my resume details, I possess deep experience with every aspect of running non-profit history-based organizations which comprise: administration and development, including fundraising for specific initiatives and programs, as well as the management of policies, board and other stakeholder buy-in and involvement, and larger community input.

From 2001 to 2014, I was founding Director of the new Southern Ute Cultural Center and Museum (SUCCM) in Ignacio Colorado. I was tasked with overseeing the design and construction of a brand-new \$38M, 52K square foot building on an eight-acre campus. As an effective embodiment of the voice and concerns of the Ute people, the beautiful museum facility and exhibition spaces are the result of productive working relationships with multiple community partnerships and varied audiences, including input channeled through focus groups.

As the Executive Director of the Santa Barbara Historical Museum my routine responsibilities included strategic planning, fundraising, budgeting and fiscal controls of every aspect of the museum as well as overseeing the Gledhill Library and its associated quarterly publication "Noticias" the museum's historical publication.

Furthermore, my experience has included securing successful grants from the NPS and collaboration with the OSTA and BLM for an exhibit and documentary of the Ute Indians along the Old Spanish trail, housed at the Southern Ute Cultural Center & Museum. My knowledge and enthusiasm for the OSTA would be an asset to the OSTA team.

I am drawn to the Old Spanish Trails Association because I am committed to working in a field that promotes the tourism, exploration, preservation and management of the trail. My salary requirements are negotiable. My references are attached. I look forward to meeting you and the OSTA team and the opportunity to share some of my passion for your organization.

With Best Regards,
Lynn Brittner

A handwritten signature in black ink, appearing to read 'Lynn Brittner', with a stylized, flowing script.

Lynn Brittner
4824 Guadalupe Trail
Albuquerque, NM 87107

LYNN BRITTNER - REFERENCES

Aaron Mahr, Superintendent NPS Service National Trails Intermountain Region,
505-660-8189

Dr. Stanley Hordes, Historian
505-255-6564

Dr. James Goss, Anthropologist
806-793-5325

LYNN BRITTNER, M.A.

4824 Guadalupe Trail | Albuquerque, N.M. 87107 | H: 805-729-6588 | ltb@durango.net

SUMMARY

Dedicated professional with in-depth knowledge and understanding of all aspects of development including, cultivation of donors, strategic planning, and sponsors.

SKILLS

- Leadership/communication skills
- Project management
- In-depth knowledge of American history, art and culture
- Extensive experience of museum management
- Results driven
- Self-motivated
- Team builder
- Human resources
- Budgeting expertise
- Negotiations expert

EXPERIENCE

02/2014

Executive Director

Santa Barbara Historical Museum (SBHM) — Santa Barbara, CA

Spearheaded SBHM's innovative organizational re-branding initiative, utilizing a series of collaborative community stakeholder meetings, exhibitions and programs. Identified core areas of the museum's mission and created multi-year Strategic Plans/Action Plans encompassing all areas of SBHM departments to reflect those areas of importance. Building on preservation, education and collaboration, increased gallery attendance by 50% during first year as ED, generating fresh interest among communities along the Central California Coast and beyond. Identified and instituted new streams of revenue, thereby increasing SBHM's donations by 107%. Developed and implemented a new collections management plan, incorporating a new development and marketing plan for successful fiscal outreach. Expanded conservation efforts to SBHM's historic Costume and Textile collections and initiated a new Costume Council with invested community stakeholders. Reinvigorated the oral history program. Strengthened collaboration and support at the government, foundation and individual community member levels. Strengthened SBHM fiscal health through the creation and implementation of a \$1.6 MM annual budget. Work closely and supportively with team members while providing clear leadership that keeps members focused on achieving common objectives. Initiated outcomes-based evaluation as an opportunity to track success in all areas. Implemented performance-based evaluations to enable employee growth and enhance work plan accountability. Manage team of 20 museum professionals.

09/2000 to 01/2014

Executive Director

The Southern Ute Cultural Center & Museum & Waci-ci Trading Co (SUCCM) — Ignacio, CO

Represented SUCCM and assisted in the design and execution of the institutional vision for the new \$38M museum in all phases and aspects of its successful development. Managed and interfaced with external and internal contractors (\$24M). Spearheaded drafting of Memorandum of Agreement with Southern Ute Tribe which assured SUCCM five years of financial support, a new museum (\$1 per year lease), and commitment to contribute \$5M to a permanent endowment. Protected and strengthened SUCCM's 501(c)(3) status in order to maintain its independence from Tribal control and ability to receive tax-deductible grants and contributions. Developed annual budgets; implemented strict financial controls while providing oversight to external bookkeepers and auditor. Established the Eagle Endowment Fund (\$2M NEH challenge match award). Instituted five-year, long-range strategic planning system with quarterly reporting and plan updating in anticipation and response to change.

Designed many exhibits from concept to installation: Bringing Collections to the Community—locally touring artifacts to Elders and veterans; Stakeholder-directed exhibitry—Serving with Pride: Ute Warriors in the United States Military (1914-2011); Build Our Museum—A 16-month architectural and programmatic planning project that gave voice and design skills to over 60 tribal children and teens and informed actual museum design for development team. Ensured that fundraising was an organizational priority, raising more than \$2M in eight years. Created and implemented comprehensive

process including educational tours of 14 tribal and non-tribal museums. Held workshops in organizational governance and other board development issues. Actively involved entire Board in strategic planning processes. Led collaborative efforts with other organizations, including: joint projects with post-secondary institutions of Colorado State University, Ft. Lewis College, and Texas A & M. Coordinated programs with and loans from other institutions including Colorado Historical Society, National Museum of the American Indian, Autry Museum, Smithsonian Institution. Established cross-promotional relations with the Anasazi Museum, Mesa Verde National Park, Hovenweep National Monument, Durango & Silverton Railroad, Durango Chamber of Commerce, Purgatory/Durango Mountain Ski Resort, Sky Ute Resort and Casino.

01/1996 to 02/1997

Public History Researcher

National Park Service Regional Headquarters — Santa Fe, NM

Researched the development of a Helium Museum. Conducted oral history project regarding the Works Progress Administration (WPA) in Santa Fe, New Mexico.

01/1996 to 02/1998

Registrar and Collections Manager

Georgia O'Keeffe Museum — Santa Fe, NM

Worked with Museum Director in the planning of a new museum, including reviewing architectural plans for exhibits and collections storage; organization of the entire O'Keeffe collection; conservation reports of painting; and computerization of the collection. Organized, registered, and prepared the O'Keeffe Collection for museum Grand Opening Exhibit.

02/1991 to 02/1997

Curator of Collections/Registrar

Institute of American Indian Arts (IAIA) — Santa Fe, NM

Collaborated with Senior Staff in preparation for construction of a new museum, The Institute of American Indian Arts Museum. Restructured entire Collections/Registrar Department with Native American student interns and initiated a custom collections management program. Worked directly with budgets, collections committees, inventories, training, and personnel development. Enhanced collection documentation by conducting oral histories on video as well as preparing collections for Internet access. Researched and successfully applied for grants in support of new exhibitions.

04/1985 to 07/1991

Curator of Collections

School for Advanced Research — Santa Fe, NM

Managed collections, including supervising and participating in the preservation, arrangement and description of collection materials. Received incoming archival and special collections and maintained accession records. Supervised registration activities, including loan management and condition reporting. Organized & catalogued Historical Costumes and western artifacts. Supervised staff, students and volunteers on a variety of day-to-day tasks and projects. Provided assistance with reference and research services. Attended appropriate professional meetings. Actively sought and successfully obtained grant support for projects. Oversaw day-to-day operations of collections. Established and supervised more than 20 volunteers and students to work with collection management and conduct tours. Developed and implemented training programs in Art History and Museology for volunteers and interns.

01/1980 to 02/1984

Assistant Curator

Palace of the Governors — Santa Fe, NM

EDUCATION AND TRAINING

Master of Arts: Museology

The University of New Mexico — Albuquerque, NM, United States

Bachelor of Arts: Anthropology

Fort Lewis College — Durango, CO, United States

Majors in Anthropology and Archaeology, with a minor in History.

Fashion Institute of Technology — New York, NY, United States

Commercial Art & Design Course work.

PROFESSIONAL AFFILIATIONS

Active member of the American Alliance of Museums (AAM); the American Association of State and Local History (AASLH); the Westerners. Also active in Santa Barbara