

(Edith) Lynne McKee

P. O. Box 655, Scio, Oregon 97374 | 909-862-5839 | LynneAndPugs@gmail.com

Education

MA MUSEUM STUDIES | 1993 | SAN FRANCISCO STATE UNIVERSITY

BA ANTHROPOLOGY | 1990 | UNIVERSITY OF CALIFORNIA, DAVIS

Work Experience

BENTON COUNTY | DEPARTMENT DIRECTOR | 05/16-PRESENT

DIRECTOR OF NATURAL AREAS, PARKS & EVENTS 2/21 – PRESENT

FAIRGROUNDS DIRECTOR, 05/16 – 01/21

CORVALLIS, OREGON

Responsible for operation and overall management and direction of Benton County urban parks, natural areas, fairgrounds, Crystal Lake Cemetery, Benton Oaks RV Park, and Salmonberry Campground. Conceive long term goals and strategies, implement operational policies and procedures, and initiate community partnerships. Develop and direct the department budget, including revenue forecasts, financial analysis, and expense management. Oversee fundraising efforts, grant administration and revenue sources. Administer contracts, prepare RFPs and direct accounts payable/receivable. Oversee maintenance and improvements of more than 1700 acres of parks, 29-acre fairgrounds facility, and rental buildings. Supervise department staff including hiring, assigning work, and conducting performance evaluations. Manage all marketing functions and oversee sponsorships and Social Media Coordinator. Plan and execute annual Benton County Fair & Rodeo including completion of contracts, coordinating service providers and vendors, managing entertainers, supervising fair staff, and directing advertising. Report to Benton County Board of Commissioners and liaison with advisory boards and fiscal sponsor organizations. Active board member for Visit Corvallis and Alliance for Recreation and Natural Areas.

ACCOMPLISHMENTS

- Promoted from Fairgrounds Director to Director of Natural Areas, Parks and Events when two Benton County departments were merged.
- Led initiative and directed internal and external discussions to implement a 3% county-wide Transient Lodging Tax to support fairgrounds operations and facility improvements. Ordinance enacted 2019.
- Produced an updated facility master plan for the fairgrounds with Markin Consulting and the Fair Board. Currently implementing plan including architectural design of a new exhibit hall and covered arena.
- Managed numerous successful Capital Improvement Projects including construction of new bathrooms in Alsea parks, installation of new playground, rebuild of picnic shelter, Adair Clubhouse remodel, and installation of a commercial kitchen. Developed budgets and submitted to CIP Committee for approval, completed RFPs and contracts, scheduled contractors, and oversaw work to completion.

- Oversee successful Habitat Conservation Program projects including salmon habitat restoration along Seeley Creek at Clemens Park and recovery work for the Fender's blue butterfly at Fitton Green Natural Area. Restoration project at Jackson-Frazier Wetland received a 2021 State Land Board Award.
- Restructured facility rental pricing and updated policies to increase revenues.
- Supervised the Health Department Homeless Camp located at Benton Oaks RV Park during COVID and managed the fairgrounds as an evacuation center during 2020 Oregon Wildfires.
- Designed new logos and websites and led rebranding campaign. Presented with an All-Star Marketing Award for the monthly e-newsletter and voted Best Website through the Oregon Fairs Association.

DEEPWOOD MUSEUM & GARDENS | EXECUTIVE DIRECTOR | 10/14 – 04/16

SALEM, OREGON

Responsible for operations and overall management of the 1894 Queen Anne Victorian historic house museum and five acres of formal gardens and nature trails. Working with the City of Salem and Friends of Deepwood Board, carried out the mission of the organization and maintained, interpreted and restored the house and grounds. Supervised 15 full and part-time staff and more than 150 volunteers, developed community events and educational programs, curated exhibits, directed all promotional activities, led grant writing and fundraising efforts, served as liaison to the City of Salem staff and other outside organizations. Developed and oversaw budget, prepared budget reports for Friends of Deepwood board, completed all QuickBooks functions including payroll, accounts payable, accounts receivable, and contracting. Developed and implemented organizational policies and procedures.

ACCOMPLISHMENTS

- Implemented a name change from Historic Deepwood Estate to Deepwood Museum & Gardens to reflect the focus on the organization's primary mission as an educational nonprofit. Led a rebranding campaign involving the redesign of all graphic components.
- Produced a five-year strategic plan approved by the Friends of Deepwood board members and City of Salem officials, which addressed historic structures, gardens and grounds, collections, interpretation, public programs, marketing, technology, governance, staffing, revenues, and partnerships.
- Conceptualized, developed curricula and taught the new Kids EdVentures programs, including Art & Culture, Hands-on History, Nature EdVentures, and Sherlock Holmes Forensic Science. From its inception in April 2015 through April 2016, Kids EdVentures served 1,300+ children. Tested and evaluated effectiveness of the programs to support grant applications.
- Identified grant funding to update the website for improved graphics and technical capabilities, making it reactive for mobile device users.
- Increased Friends of Deepwood membership by 50% through improved benefits and services.

HI-DESERT NATURE MUSEUM | MUSEUM DIRECTOR | 05/05 – 05/13

YUCCA VALLEY, CALIFORNIA

Managed the operations of the Hi-Desert Nature Museum, a division of the Community Services Department, Town of Yucca Valley. Supervised program development and implementation, and exhibition installation and interpretation. Managed museum staff and volunteers including hiring, performance evaluations, and scheduling. Authored strategic plans and annual reports, developed and implemented goals and objectives, formulated policies and procedures, prepared and administered museum budget, and monitored expenditures. Served as the museum's registrar, responsible for collections management functions including inventory, storage, packing, and shipping. Responsible for all development activities, donor relations, and fundraising. Identified grant sources, prepared funding requests, and monitored grant expenditures. Developed and implemented marketing strategies for the promotion of the museum and its programs and events. Prepared press releases, updated the website content, and maintained positive relationships with local and regional media. Selected traveling exhibitions, negotiated contracts, and supervised development of in-house exhibitions. Developed partnership programs with governmental agencies, local educational institutions, and community organizations. Supervised the Town of Yucca Valley Youth Commission.

ACCOMPLISHMENTS

- Revised the museum's mission and vision statements, and developed a five year strategic plan addressing educational programs, exhibitions, collections, staffing, marketing, and revenues.
- Doubled the educational program offerings within the existing budget and staff constraints. Innovative programs such as No Child Left Indoors, Family Fun Days, and Cultures of the World recognized as "New and Notable" by the Western Museums Association.
- Developed a permanent exhibit renovation plan to enhance educational opportunities and interpretation. Identified funding sources, designed and curated exhibits, and supervised installation.
- Curated temporary in-house exhibitions such as *Eye of the Beholder: Beauty and Culture*, *Bells of the Saints: California Missions*, and *Ride 'em Cowboy! The West in Popular Culture*.
- Increased museum visitation 50% and gift shop sales by 25%.

FEDERAL BUREAU OF INVESTIGATION | ART THEFT PROGRAM MANAGER | 02/97 – 04/05

WASHINGTON, DC

Managed all aspects of the FBI's Art Theft Program including formulation of goals and objectives, developing policies and procedures, evaluating effectiveness of projects, and prioritizing use of resources. Coordinated program activities with government and law enforcement agencies, cultural heritage organizations and the art community, nationally and internationally. Served as system administrator for the National Stolen Art File, a computerized database of stolen art and cultural property. Utilized various FBI databases including CJIS, CISP, LexisNexis, and Rapid Start. Coordinated investigations with Special Agents in the field and assisted in execution of search warrants in related cases. Conducted extensive research on artwork and identified fakes and forgeries. Prepared and delivered formal presentations to foreign and domestic law enforcement agencies, museum staff, members of the art community, and the general public. Coordinated media activities, conducted interviews, briefed Senators and Congressmen

regarding related crime problems, and monitored national and international legislation relating to cultural property issues. Prepared complex communications and reports and advised FBI executive staff on cultural property issues. Coordinated budget matters relating to the Art Theft Program. For three years, concurrently served as the Program Analyst for the FBI's Jewelry and Gem (JAG) Program. Developed the JAG database and suspect files, wrote intelligence reports, prepared and delivered presentations to members of the jewelry industry, and addressed congressional inquiries relating to the jewelry and gem theft crime problem. Served as the Native American Graves Protection and Repatriation Act (NAGPRA) coordinator, responsible for coordinating investigations and representing the FBI and Department of Justice during meetings with tribal authorities and NAGPRA stakeholders.

ACCOMPLISHMENTS

- Managed investigations recovering more than \$350 million worth of stolen cultural property.
- Established the FBI's first Art Crime Team, including writing the proposal to create the team, securing funding, organizing training for Special Agents, and coordinating investigations, nationally and internationally.
- Upgraded the National Stolen Art File, hardware and software, to incorporate enhanced object descriptions with associated digital images, case information, suspect descriptions, and modus operandi.
- Organized an International Art Theft Conference hosted by the Smithsonian Institution. Responsible for all logistics including developing sessions and identifying speakers, negotiating hotel space and conference facilities, organizing special tours for conference attendees, and arranging for simultaneous translators for foreign attendees.
- Organized and conducted one-week training seminar in St. Petersburg for Russian national police officers regarding cultural property theft investigations. Taught courses at the FBI Academy in Quantico regarding programs managed by the Interstate Crime Unit.
- Served as a session chair/speaker at numerous professional conferences including the American Alliance of Museums, American Association for State and Local History, Western Museums Association, and Inland Marine Underwriters Association.
- Member of multiple interagency working groups including the Interpol Tracking Task Force and the Department of State Cultural Antiquities Task Force. Served as Team leader for an Interpol working group.
- Worked in the FBI headquarters Strategic Information and Operations Center (SIOC) during major investigations and emergency situations, including response to 9/11. Developed a database to track FBI employees traveling overseas after bombing of U.S. Embassies in East Africa.

MONTICELLO | REGISTRAR | 03/95 – 02/97

CHARLOTTESVILLE, VIRGINIA

Working in the curatorial department of the historic home of Thomas Jefferson, supervised staff in the maintenance of museum collections, including staff hiring, delegation of job assignments, scheduling, and conducting performance reviews. Responsible for all collections management documentation including fine arts insurance, collections policies and procedures, loan and donation forms, packing and shipping, and condition reports. Coordinated with operations staff and the fine arts insurance company in security of collections and risk mitigation. Completed emergency preparedness plan relating to collections. Conducted new staff orientations, coordinated product development activities with museum store staff, and addressed visitor services issues. Upgraded the curatorial department computer network and served as system administrator for the collections management database system. Oversaw and coordinated curatorial responsibilities during special events and film shoots. Supervised protection of collections during large-scale HVAC construction project in the historic house. Coordinated with Secret Service Agents during dignitary visits including President Bill Clinton and Lady Margaret Thatcher. Concurrently served as the Program Chair for the Committee on Museum Professional Training of the American Alliance of Museums.

AUTRY MUSEUM OF WESTERN HERITAGE | COLLECTIONS MANAGER FOR LOANS AND ACQUISITIONS | 12/92 – 03/95

LOS ANGELES, CALIFORNIA

Processed, cataloged, and produced documentation for all newly donated and acquired collection objects. Coordinated installation of new exhibitions and supervised exhibit staff during object handling. Made all shipping and insurance arrangements for loaned and purchased artifacts. Negotiated contracts for image use and addressed copyright issues. Coordinated collections activities with other departments including curatorial, conservation, exhibit design, publications, education, and security. Completed mandatory Native American Graves Protection and Repatriation Act (NAGPRA) inventories. Prepared and reviewed facility reports. Served as system administrator for the Argus collections management system. Worked with development staff to complete grant applications relating to collections activities.

QUESTOR SYSTEMS | CLIENT SUPPORT SPECIALIST | 06/92 – 12/92

PASADENA, CALIFORNIA

Worked with new and existing clients in support of the Argus collections management and Muse membership and development software products, conducted one week software training in the field for museum staff, assisted with user questions over the telephone, acted as client liaison, coordinated new client installations. Assessed client procedures and forms to assist in conversion to computerized system.

SAN FRANCISCO STATE UNIVERSITY | FULL-TIME STUDENT & INTERN | 08/91 – 05/92

SAN FRANCISCO, CALIFORNIA

While registered in the Museum Studies graduate program at San Francisco State University completed two internships. At the Presidio Army Museum (3/92-5/92) deaccessioned part of museum collection in preparation for transferring museum to the National Park Service. At the Oakland Museum (9/91-12/91) involved with an ethnographic documentation project. Also volunteered as a curatorial assistant at the San Bernardino County Museum (6/91-8/91) while preparing to return to school.

SMITHSONIAN INSTITUTION | BIBLIOGRAPHER | 09/90 – 03/91

WASHINGTON, DC, NATIONAL MUSEUM OF NATURAL HISTORY, ANTHROPOLOGICAL ARCHIVES

As a temporary volunteer, input archaeology literature into the Smithsonian Bibliographic Information System (SIBIS). Solely responsible for this input project from organization to completion. Concurrently worked in the Human Resources department of the National Wildlife Federation, Vienna, Virginia.

Publications

Contributing author to *The Strategic Stewardship of Cultural Resources: To Preserve and Protect*, edited by Andrea T. Merrill, Haworth Information Press, New York 2003

Honors

Received OSU Extension Service Cooperator Award 2018

Received Award of Excellence, Town of Yucca Valley 2007

Received FBI Superior Service Award and two Quality Step Increases

Phi Beta Kappa, Phi Kappa Phi, and Golden Key Honor Societies

Awarded U.C. Davis Anthropology Department Citation for Outstanding Undergraduate Achievement

Professional References

Jesse Ott, Deputy Director of Benton County Natural Areas, Parks and Events
Corvallis, Oregon, (541) 766-6002, Jesse.Ott@co.benton.or.us

Stefanie Ritter, Museum Program Supervisor, Hi-Desert Nature Museum
Yucca Valley, California, (760) 369-7212, sritter@yucca-valley.org

Melanie Jones, Assistant Director, Deepwood Museum & Gardens
Salem, Oregon, (818) 399-0108, melanie@deepwoodmuseum.org