



COASTAL MUSEUMS ASSOCIATION  
P.O. BOX 11362 SAVANNAH, GA 31412  
COASTALMUSEUMS.ORG

**Members of the Coastal Museums Association enjoy many benefits, including:**

- **Monthly meetings** (September through June) are held the first Wednesday of each month at 12:30 pm with lunch served at 12:15 pm. September and December's regular meetings are replaced by an after-work social event. Since our meetings are held at a variety of locations throughout the year, members will be notified of meeting dates and locations through the CMA Listserv.
- Automatic enrollment in **SHER** (Savannah Heritage Emergency Response) a source for information on disaster planning and response for the natural, cultural, and historical communities.
- **Professional development** through monthly meeting programs presented by CMA members and area professionals. With a variety of topics discussed throughout the year, our members share knowledge and assist each other through mutually beneficial programs.
- The **Kiah Fund** provides scholarships for CMA members to attend professional development and training opportunities. All CMA members are eligible to apply. In return, Kiah Fund recipients present at CMA meetings, sharing their experiences and new found knowledge with all of us.
- The **Reciprocal Admission Program** provides an opportunity for CMA members to visit member sites, allowing us to learn from each other, as well as better direct visitors to area museums. For more information on this program, see the program guidelines.
- The CMA website ([coastalmuseums.org](http://coastalmuseums.org)) includes an **online directory** of member museums with links back to member websites for the public. Members may also forward upcoming event information to the webmaster for posting, providing additional **free web publicity** for your institution.
- CMA's **listserv** ([cmaga@googlegroups.com](mailto:cmaga@googlegroups.com)) is another networking tool available to all members to share information and ask questions.

[PLEASE SEE REVERSE]



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## **RECIPROCAL ADMISSION PROGRAM**

The Coastal Museums Association's (CMA) Reciprocal Admission (RA) program provides CMA members and their staff an opportunity to visit participating museums free of charge. Since visitors frequently ask front-line personnel for information and recommendations on area sites, it is a mutually beneficial program that rewards staff and volunteers while familiarizing them with other area museums.

The RA program is optional for CMA members. Only participating sites (those agreeing to accept RA cards from other member institutions and their staff) will receive RA cards for distribution to their staff. Each participating CMA site is provided with ten RA cards a year to be used at any of the listed participating sites (individual CMA members receive two RA cards a year).

### **Guidelines for Card Use**

RA cards should be presented to site staff upon arrival. Cards are reusable and should be returned to the visitor after inspection by staff at participating CMA site.

Recognizing that RA cards are probably most often used when visiting sites with friends and family, please remember that use of RA cards by friends and family of CMA member institution staff/volunteers is permissible **only** if at least one staff/volunteer is included in the party seeking entry to RA participating site.

Further, because some sites have difficulty accommodating larger parties, cards should be limited to **three per party per visit**. Therefore if a party of five wishes to visit a particular site, two members of that party should be willing to pay for admission. Please be considerate of the scheduling restrictions of our colleagues – particularly during busy or holiday periods.

There should be one card for each person entering a site. In other words, a single card cannot be used to cover an entire party. Each member of the party (up to three) should have a card in hand to present to museum/site staff for entry.

The system for distribution of cards to staff is at the discretion of individual CMA member sites. Some sites house cards in a single central location and have established a "sign out/in" system, others may assign cards to specific staff members, and so on.

Please familiarize your staff with the program so they know how to respond to RA visitors and how to properly use the cards themselves. The RA program is a great benefit of CMA membership for area museum staff, allowing paid staff and volunteers an opportunity to explore our region's unique cultural resources.



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**INDIVIDUAL MEMBER  
September 1, 2021 – August 31, 2022**

**Name:** \_\_\_\_\_

**Institutional/Professional Affiliation:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Membership Dues:**     \$20.00    

**Donation to Kiah Scholarship Fund:** \_\_\_\_\_

**Donation to CMA Website Fund:** \_\_\_\_\_

**Total Amount Enclosed:** \_\_\_\_\_

**PLEASE RETURN MEMBERSHIP FORM AND DUES BY OCTOBER 1, 2021.**

Please mail materials to: CMA P.O. Box 11362, Savannah, GA 31412



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INSTITUTIONAL MEMBER  
 September 1, 2021 – August 31, 2022

Member Organization: \_\_\_\_\_

Organization Website: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Primary Contact Title: \_\_\_\_\_

Primary Contact Email: \_\_\_\_\_ Primary Contact Telephone: \_\_\_\_\_

Secondary Contact Name: \_\_\_\_\_

Secondary Contact Title: \_\_\_\_\_

Secondary Contact Email: \_\_\_\_\_ Secondary Contact Telephone: \_\_\_\_\_

SHER Primary Contact: \_\_\_\_\_

*Please complete the SHER information form ASAP and return separately to Glenda E.A. Anderson at:  
 SHER / CEMA NCH Dashboard, 141 Hampshire Rd., Savannah, GA 31410-4032*

**WILL YOUR ORGANIZATION PARTICIPATE IN THE RECIPROCAL ADMISSION PROGRAM (see enclosed guidelines)?**

YES \_\_\_\_ NO \_\_\_\_

*Only those institutions whose membership dues are received by the October 1 will be included on the Reciprocal Admission card.*

**Dues are based on the participating organization's annual budget as follows:**

<u>Budget</u>	<u>Dues</u>
Up to \$100,000	\$20.00
\$100,000 - \$250,000	\$35.00
\$250,000 and up	\$50.00

Membership Dues: \_\_\_\_\_

Donation to Kiah Scholarship Fund: \_\_\_\_\_

Donation to CMA Website Fund: \_\_\_\_\_

Total Amount Enclosed: \_\_\_\_\_

**PLEASE RETURN MEMBERSHIP FORM AND DUES BY OCTOBER 1, 2021.**

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**SHER ENROLLMENT / RE-ENROLLMENT INFORMATION SHEET**  
**MEMBERSHIP YEAR: 9/1/2021 – 8/31/2022**



**IMPORTANT NOTE: Cell Telephone Numbers Are Required for CEMA's NCH Dashboard**

**PRIMARY SHER EMERGENCY CONTACT**

Name/Position \_\_\_\_\_

Institution \_\_\_\_\_

Work Email \_\_\_\_\_

Non-Worksite/Personal Email \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**SECONDARY SHER EMERGENCY CONTACT**

Name/Position \_\_\_\_\_

Institution \_\_\_\_\_

Work Email \_\_\_\_\_

Non-Worksite/Personal Email \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

**CONTACT INFORMATION FOR YOUR DISASTER RECOVERY CONTRACTOR**

Name/Position \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_

Work Email \_\_\_\_\_

Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Emergency 24/7/365 Toll-Free Number \_\_\_\_\_

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