

Regular Meeting of the Board of Trustees, Muscatine Art Center
July 17, 2003

Present: Shirley Dillon, Mike Knott, Robert Lande, Dale Lucht, Scott Natvig, Richard Smith, and Mary Wildermuth

Absent: Lynn Bartenhagen and Paul Burnette

Visitors: None

Staff: Barbara Longtin, Director

MINUTES: It was moved by Lucht and seconded by Knott that minutes of the June 19, 2003, Board meeting be approved. Motion carried.

BILLS: It was moved by Lucht and seconded by Dillon to approve the monthly bills totaling \$2,623.46 for payment. Motion carried.

Director Longtin welcomed Scott Natvig to the Board as its newest member.

COMMITTEE REPORTS:

Collections: Director Longtin and Virginia Cooper visited Sally MacMillan's studio in Rock Island recently. Ms. MacMillan and her sons are interested in gifting some of her work to the Art Center.

A Norman Baker Tangley calliope with 200 rolls of music has been offered for sale at a price of \$15,000. The Board agreed it would like to have the calliope and possible funding was discussed.

Buildings and Grounds: Dillon reported the Liberty Garden designer met with Kathy Chalupa this past week to discuss the garden to be placed at the Cedar Street entrance to the Art Center. Randy from Iowa Memorial Granite will be pouring foundations for the art sculpture and the new entrance sign sometime next week. The sign should arrive after August 1. A second electrical contractor is bidding on the lighting of the sign. Kurt Boche was the low bidder on painting the Art Center fencing and a purchase order was issued to him. The job will be done before fall.

Finance & Budget: The Support Foundation Budget was reviewed. No financial reports from the City were available.

Long-Range Planning: Sue Koehrsen is the new Library Board President. Peter Press, Barb Longtin, and A.J. Johnson met with potential donators for matching grants to provide a Cultural Newsletter project. A discussion followed about possible supporters. The Library Board would like to co-sponsor a Chamber Business-After-Hours event to be held at the Art Center in October at the time of a show by a children's book illustrator. Director Longtin will contact the Chamber to confirm the October date is still available.

Personnel: Personnel Committee Lucht and Wildermuth presented their proposed slate of Board officers for the following year: President – Dale Lucht; Vice President – Lynn Bartenhagen; Secretary – Shirley Dillon; Treasurer – Scott Natvig. Smith moved the Board unanimously accept the slate of officers, Knott seconded and the motion passed. Director Longtin thanked President Lande for his efforts as president. Smith thanked the new officers for giving their time

and accepting the new offices. Past President Lande congratulated President Lucht who proceeded with the meeting.

Director Longtin's review results will be finalized at a closed session of the Board following the regular Board Meeting. It was agreed that Lucht would send a letter to A.J. Johnson to accompany Director Longtin's review requesting a response to the Board's letter last December asking for a pay grade change for Longtin to be equivalent to the pay grade of her peers. As of this date the Board has received no response from the City's Compensation Committee.

Program/Publicity: The African Art on Paper show will begin August 3. There has already been strong interest shown from out of town. The Friend's Annual Ice Cream Social will be held the afternoon of August 17. Donations of/for pies and volunteers are requested. The Muscatine Fire Dept. has published a History of Muscatine book and requested it be sold to the public first at the Ice Cream Social. All agreed. The proceeds support the American Spirit Plaza to be erected near the south end of the riverfront bike path.

Education Coordinator's Report: Report was reviewed and noted that the classes received nice publicity in a recent Muscatine Journal article. The Board agreed the staff is doing a wonderful job.

Director's Report: Report was reviewed.

Unfinished Business: Lande reported a recent communication with Attorney Witt regarding the Brad Burns Estate and indicated another distribution may be forthcoming soon. No progress to report on the Alexander Clark house.

New Business: Director Longtin distributed copies of a news article on state funding cuts to art centers. Some time ago, the Board had requested some basic information on the Art Center facility and collections. Director Longtin distributed to the Board a copy of such information she had compiled.

Adjourn: Smith moved and Dillon seconded a motion to adjourn the Board meeting and move to a closed session to discuss Director Longtin's personnel review before sending it to the City.

Following the Closed Session, the Board was given a demonstration by Cindy Carver of the IO computer system being used to catalog all items belonging to the Art Center and currently on accession cards. It was demonstrated that items can be found by collection, by name, by artist/author, and by location, among others, and includes a picture of every item in the collection. It is estimated that from 40-50% of the collections are now on computer, and that it is a time-consuming job with no room for error. The Board agreed it was an impressive system and the staff is doing an excellent job in completing this task.

Respectfully submitted,

Shirley Dillon, Secretary

DIRECTOR'S REPORT
For the month of June 2003
July 17, 2003

Total number of visitors for June 2003	1,123
Total number of visitors for June 2002	1,008
Total number of visitors Year-to-Date 2003	7,038
Total number of visitors Year-to-Date 2002	6,795

All figures include outreach program participants

EXHIBITIONS (for the month of June)

May 4 – June 1, 2002

Home School Assistance/Meet the Masters

May 25 – July 13, 2003

Exotica: Plant Portraits From Around the World

Malaysia Photographs & Artifacts from Iowa's Sister-state

EXHIBITIONS (currently on view for the month of June)

May 4 – June 1, 2002

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Malaysia Photographs & Artifacts from Iowa's Sister-state

SPECIAL EVENTS/PUBLIC PROGRAMS

June 11

Bagging the Arts program held in conjunction with the Musser Public Library

TOURS

June 17

Kollege for Kids class

June 25

Dillonsburgh Antiques group (Mt. Pleasant, IA)

CLASSES

June 12

Family Days: Goin' Fishin (Preschool) taught by Andrea Martinez

Family Days: Goin' Fishin (Tots) taught by Jessica Casstevens-Martin

June 13

Family Days: Goin' Fishin (Tots) taught by Jessica Casstevens-Martin

Family Days: Goin' Fishin (Preschool) taught by Andrea Martinez

Family Days: Matisse's Goldfish taught by Julie Lear

June 16

Gifts of the Spirit: Navaho Sand Painting (two sessions) taught by Julie Lear

June 17

Gifts of the Spirit: Huichol Beaded Masks taught by Julie Lear

June 18

Gifts of the Spirit: Oaxacan Animals taught by Julie Lear

June 19

Gifts of the Spirit: Iroquois Puzzle Pouches taught by Julie Lear

June 20

Gifts of the Spirit: Hopi Kachina Dolls (two sessions) taught by Julie Lear

June 23

Fantasy Garden Art Camp: Garden Fountain taught by Jessica Casstevens-Martin

June 24

Fantasy Garden Art Camp: Wind Chimes taught by Jessica Casstevens-Martin

June 25

Fantasy Garden Art Camp: Rising Sun taught by Jessica Casstevens-Martin

June 26

Fantasy Garden Art Camp: Garden Step Stone (two sessions) taught by Jessica Casstevens-Martin

OTHER

June 2

Stanley Gallery rented for Health Screenings

June 13

Longtin toured Muscatine with visiting artist for public art project.

June 7, 14, 21 & 28

Japanese Garden rented for weddings

ACQUISITIONS

- Stamped canvas wash hamper. Gift of Doug Randleman.
- Soap box derby car, c.1950. Gift of Muscatine Fire Department.
- "Souvenir of Muscatine Iowa – 1891", photo booklet. Gift of Pauline Shahan.

Respectfully submitted,

Barbara C. Longtin
Director

cc

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July 2, 2003

To: Barb

From: Maria

Re: Education Coordinator's Report, June 2003

Our summer classes are underway and so far community response has been good. Julie Lear and Jessica Casstevens-Martin have completed their June art camps.

Julie presented five workshops about Native American art which were very well received. The students studied the art of the Navajo, Hopi, and Iroquois Indians from North America and the Oaxacan and Huichol cultures from Mexico. A brief talk about the various tribes was included at the beginning of each day, and Julie played ethnic music and served snacks which reflected the cultures being studied.

Jessica conducted five workshops on a "Fantasy Garden" theme. The children created a garden fountain, wind chimes, a "Rising Sun" garden ornament, and garden stepping stones. There was some difficulty with the firing of several of these projects which we are currently trying to resolve.

We had two wonderful volunteers who helped with these camps. Amy Kling and Lindsey Le both worked very hard to make the projects enjoyable.

Our first Family Days program, "Goin' Fishing," also took place in June. We had events for the tots and preschool crowd in the studio, and Julie Lear offered a great still life class on "Matisse's Goldfish" in the sculpture court, complete with life goldfish!

Our field trips and summer kids' workshops will begin next week.

We had several outreach events in June. Jessica and the Y Teen Leaders created stepping stones, and she is working with the Y High School Kids on painting a mural on the Art Center shed. (We owe thanks to Stan and his group for getting the shed scraped and ready to prime.) Andi Martinez and I presented three programs at the Musser Library Summer Storytimes which were enjoyed by all.

In addition to supporting the summer program, I have been working on a class size policy, budgeting, and the education department files. I am also working on the fall program, including a possible outreach with the Homeschool Assistance and Enriched Learning Program students for the Marc Brown exhibit.

Let me know if you have anything to add to the list.

Muscatine Art Center Education Department 2003 Summer Attendance Report

June 2003

Date	Event	Students enrolled	Attendance
Thurs. June 5:	Outreach: Nichols Preschool	--	14
Thurs. June 5:	Outreach: Y Teen Leaders	--	20
Totals for week:		--	34
Thurs. June 12:	Family Days: "Goin' Fishing": Tots ID 687	11	18
Thurs. June 12:	Family Days: "Goin' Fishing": Preschool ID 689	5	10
Fri. June 13:	Family Days: "Goin' Fishing": Tots ID 688	14	27
Fri. June 13:	Family Days: "Goin' Fishing": Preschool ID 690	7	14
Fri. June 13:	Kids Workshop: Matisse's Goldfish ID 691	17	20
Totals for week:		54	89
June 16 – 20: Kids' Art Camp: Gifts of the Spirit: The Arts of Native America			
Mon. June 16:	"Navajo Sand Painting" ID 703 & 729	21	24
Tues. June 17:	"Huichol Beaded Masks" ID 704	14	17
Tues. June 17:	Outreach: Y High School Kids	--	12
Wed. June 18:	Outreach: Nichols Daycare	--	14
Wed. June 18:	"Oaxacan Animals" ID 705	16	19
Thurs. June 19:	"Iroquois Puzzle Pouches" ID 706	10	13
Thurs. June 19:	Outreach: Library Story Time: Andi	--	136
Fri. June 20:	"Hopi Kachina Dolls" ID 707 & 730	18	26
Totals for week:		79	261
June 23 – 27: Kids' Art Camp: "Fantasy Garden"			
Mon. June 23:	"Garden Fountain Pt. 1" ID 708	15	18
Tues. June 24:	"Wind Chimes Pt. 1" ID 709	14	15
Wed. June 25:	"Rising Sun Ornament" ID 710	18	21
Thurs. June 26:	"Garden Stepping Stone" ID 711 & 728	27	31
	Outreach: Library Story Time: Maria	--	98
Fri. June 27:	"Garden Fountain Pt. 2" & "Wind Chimes Pt. 2"	21	25
Totals for week:		95	208
Totals for June:		228	592