

## **Regular Meeting of the Board of Trustees, Muscatine Art Center DECEMBER 17, 2009**

**Present:** Jennifer Conard, Jan Henderson, Mark Huddleston, Caren Luke, David Meloy, Tom Spread and Jeffrey Stone.

**Absent:** Eric Knoernschild and Becky Wichers

**Staff:** Barb Christensen

**Minutes:** It was moved by Jeffrey Stone, seconded by Caren Luke to approve the minutes of the **November 19, 2009** regular meeting. Motion carried.

**Bills:** There was discussion on the \$3,264.26 shipping charge incurred from STIdelivers of Ft. Wayne, Indiana to ship the "Color In Freedom" exhibit to Amarillo, Texas. Barb Christensen indicated exhibition shipping costs are usually prorated based on distance between shipping points; however, the vendor, International Art & Artists of Washington, DC, did not prorate the charges for this exhibition. Barb indicated she would be mindful of doing business with this vendor in the future. Following discussion, it was moved by Caren Luke, seconded by Mark Huddleston to approve for payment monthly bills totaling \$5,071.36. Motion carried.

### **COMMITTEE REPORTS**

**Collections:** Jan Henderson reported. In 2001, the Art center was promised a gift of 35 works of art from Richard and Sandy Toyé. Since 2001, the Toyés have purchased an additional nine works of art which they will include in their gifting to the Art Center. One of the paintings, 17<sup>th</sup> Century Italian oil painting, has already been received and is hanging in the music room. The large antique Persian Sarouk rug located in the front hall of the Musser is among the other additional furnishings that have or will be gifted to the Art Center by the Toyés. Recently the Art Center received seven of the promised works of art from the Toyés (six of the seven pieces were displayed in the meeting room). Those pieces received are:

- 1) Red Haired Aunt – Thomas Buechner
- 2) Untitled European landscape Troy C.
- 3) Portrait of George Nix – Morgan Wagner
- 4) Portrait of Mad Tom Faith – Morgan Wagner (not displayed)
- 5) Truck- Morgan Wagner
- 6) Truck II – Morgan Wagner
- 7) Adirondack Mountain Scene – artist unknown

An article on Richard and Sandy Toye, "World travel and challenges highlight Muscatine native's career," *Muscatine Journal*, October 12, 2009, was distributed. No action was required.

**Building & Grounds:** Mark Huddleston reported:

- 1) Glass replaced in the entry vestibule due to fogging.
- 2) Repair work completed on the gutter on the right front roofline of the Musser.
- 3) The Jayne House – Brian Costas has not responded to Barb Christensen's December 16, 2009 e-mail regarding letter of credit.

**Visitor:** Brian Costas joined the meeting after the Building & Grounds report and reported on the status of **The Jayne House** project.

1) **Insurance** – Closing on the Cedar Street lot was delayed due to an issue with insurance and the availability of Brian's attorney due to a family death. Scheduled closing on December 21, 2009 (Monday), or December 22, 2009 (Tuesday). Brian will send an e-mail to Barb Christensen as soon as the closing takes place and Barb will forward e-mail to board members.

2) **Performance Bond** - Brian cannot find anyone to write a performance bond. This bond is a form of insurance for the Art Center in the event Brian would change his mind. Brian assured the board that he was not going to change his mind and he will complete this project.

3) **Letter of Credit** - A Letter of Credit was discussed. Brian is confident the bank will issue him a Letter of Credit, Tom Spread said he would talk with Brian's loan officer at First National Bank, Wayne Johnson. Brian asked that he be given the opportunity to talk with Wayne before Tom calls. It was decided that Brian will send an e-mail to Barb Christensen after he has talked with Wayne and Barb will forward the e-mail to Tom as Brian's approval.

4) **House Mover** – The house mover told Brian that once the house is up on the cribbing and before moving it off the Mulberry lot, the house mover wants 90 percent of his money. Once the house is off the Mulberry lot and relocated on the Cedar Street lot, the remaining 10 percent will be released.

There were no questions presented to Brian. Before leaving the meeting, Brian thanked the board for their patience and for working with him.

## **COMMITTEE REPORTS (Cont.)**

**Finance & Budget:** Caren Luke reported.

1) **Monthly Financials** - There were no monthly financial reports to review. At the last month's meeting, there was discussion around the ending balances on the financials. After a review of the financials, Caren reported that the ending balances are there and are correct.

2) **Budget Review Meeting** - Barb Christensen will meet with Gregg Mandsager, the new City Administrator and Nancy Lueck on Monday, December 21, 2009, for budget review. Barb included a request in her submitted budget to move Virginia Cooper from part time to full time.

3) **David Eckhardt Estate** – Tom Spread reported on the status of the bequest from the David Eckhardt Trust to the Muscatine Art Center Library/Support Foundation. Attorney William Hargrafen has petitioned the court to terminate the Trust and distribute the funds with approximately \$185,000 coming to the Support Foundation.

**Long-Range Planning:** No report.

**Personnel:** No report.

**Program/Publicity:** David Meloy reported:

1) **Recent Acquisitions from the Permanent Collection** ends December 23, 2009.

2) **Recent works by Kerstin Hovland** ends January 3, 2010.

3) **Muscatine Mosaic Project** opens January 10, 2010.

4) **West and Central Middle Schools and Muscatine High School show** opens January 10, 2010.

5) **The Festival of Wreaths** was a success again this year with approximately \$4,500 collected. Barb said there were several new people who attended the event.

6) **JDRF Holiday Home Tour** held on December 5, 2009 generated 450 visitors through the Art Center. This number included many first time visitors.

**Education Coordinator's Report:** A written report submitted for review.

**Director's Report:** A written report was submitted for review.

**Unfinished Business:** None to report.

**New Business:** The Art Center will be closed December 24 thru December 27. The Art Center will close Thursday, December 31, 2009, at 5:00 PM and reopen on Saturday, January 2, 2010 at 1:00 PM.

**Adjourn:** There being no further business, it was moved by Mark Huddleston, seconded by Caren Luke that the meeting adjourns. Motion carried.

Respectfully submitted,  
Jan Henderson, Secretary

**DIRECTOR'S REPORT**  
**For the month of December 2009**  
**January 21, 2009**

Total number of visitors for December 2009  
1011

Total number of visitors for December 2008  
903

Total number of visitors Year-to-Date 2009  
19568

Total number of visitors Year-to-Date 2008  
22770

All figures include outreach program participants

**EXHIBITIONS (in the month of December)**

**November 1 – December 23, 2009**

*Recent Acquisitions to the Permanent Collection*

*John W. Conner Glass Collection*

**November 15 – January 3, 2010 – Musser Mansion**

*Kerstin Hovland*

**EXHIBITIONS (currently on view – January)**

**January 10– February 7, 2009**

*Muscatine Mosaic Project II*

*West and Central Middle Schools and Muscatine High School Art Students*

**January 10– February 7, 2009– Musser Mansion**

*Bellbina Queen of Weed Park*

**CLASSES & TOURS**

See Educator's Report

**OTHER**

**December 1, 2, 3,**

MCC Christmas Concert Rehearsals

**December 3,**

MCC Christmas Concert

**December 3,**

Library at the Art Center

**December 10,**

Friends of the Muscatine Art Center Board Meeting

**December 13,**

Jean Mengel Student Recital

**December 17,**

Board of Trustees Meeting

**ACQUISITIONS**

*Ouro Preto I, Girl from the Favela, Favela III: Moonlight* and *Variation on a Caribbean Theme III*, works of art by Karl Zerbe – Gift of Maria Norton  
Miscellaneous Muscatine Ephemera – Gift of Dr. John and Ann Parks  
*Jeweled Antler by Marc Swanson* – Peter Norton Annual Christmas Project –gift of Peter Norton

Seven Paintings listed below - gift of Colonel and Mrs. Richard G. Toye:

*Red-haired Aunt – Buechner*  
*Rocky Landscape with waterfall – Troy*  
*Adirondack Mountain Scene – Unknown*  
*Truck – Wagner*  
*Truck II – Wagner*  
*Portrait of George Nix – Wagner*  
*Portrait of Mad Tom Fath - Wagner*

Respectfully submitted,

Barbara C. Christensen  
Director  
lb

**KLZ INCORPORATED**

1115 Sunrise Circle  
Muscatine IA 52761

Jan. 14, 2010

To: Barb  
From: Maria  
Re: Education Coordinator's Report, December 2009

The 2009 fall semester is over. As you can see from the attendance numbers below, even with weather and illness cancellations, December class enrollment was up compared to the last two years, while our outreach numbers were slightly lower than 2008 and 2007. Overall, our Fall Semester class enrollment and outreach numbers were slightly down compared with the last two years, but considering the economy and the increase in children's activities offered by other groups in the community, we are holding our own.

We held one Family Workshop in December. On December 5 Julie Lear conducted our annual Gingerbread House Family Workshop. Twenty families spent the afternoon creating edible gingerbread country chapels. All had a wonderful time. A special thanks goes to June Pries, who baked and donated gingerbread trees for everyone. Our annual "Santorama" event had to be canceled because Julie was ill.

There were two Red Barn Studio classes held in December. On Dec. 3 Vada showed her students how to make iris-fold Christmas cards and on Dec. 17 her students learned how to create snowmen using the reverse glass painting technique.

We conducted three outreach programs in December. On Dec. 3 we hosted a gingerbread house workshop for the Homeschool Assistance families. Also on Dec. 3, the Library "Sparkplugs" program came here for our annual St. Nicholas Day celebration. We read "The Night before Christmas" and the kids created Santa-themed Christmas ornaments. Julie conducted a Christmas ornament workshop for the Y Variety Arts kids on Dec. 7.

There was one scheduled tour in December: On Dec. 29 Iowa City Parks & Recreation brought 40 people to the Art Center for a tour of the mansion and the exhibit in the Stanley Gallery. Julie Lear gave the kids tours of the mansion and there was a scavenger hunt activity in Stanley Galleries.

There were no birthday parties scheduled for December.

The winter brochure has been completed and distributed and we are taking enrollments. The spring class program has been completed and I am working on the brochure. I have also begun planning our summer schedule. In addition to supporting our winter classes, Julie Lear and I

are working on organizing supplies and doing a supply inventory so everyone knows what is where.

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

**Muscatine Art Center Education Department  
2009 Fall Attendance Report**

**December 2009**

Tues. Dec. 1	Outreach: Adventures in Art	--	--
Wed. Dec. 2	Art for Tots: Happy Holidays ID 5263	6	12
Thurs. Dec. 3	Red Barn Studio: Iris fold Christmas Card ID 5282	11	11
	Outreach: Homeschool Gingerbread Workshop	--	28
	Outreach: Library at the Art Center (St. Nicholas)	--	39
Fri. Dec. 4	Music for Tots ID 5267 & 5268	32	49
Sat. Dec. 5	Gingerbread House Workshop ID 5277	20	36
Sun. Dec. 6	<b>Totals for week (Dec.)</b>	<b>69</b>	<b>175</b>
Mon. Dec. 7	Outreach: Y Variety Arts: Christmas Ornaments	--	14
Tues. Dec. 8	Outreach: Adventures in Art	--	--
Wed. Dec. 9	Art for Tots: Ho Ho Ho ID 5264	canceled - weather	
Thurs. Dec. 10	Red Barn Studio: Reverse Glass Painting ID 5283	canceled - weather	
	Outreach: Y Teen Leaders	canceled - instructor ill	
Fri. Dec. 11			
Sat. Dec. 12			

