

Regular Meeting of the Board of Trustees, Muscatine Art Center **JUNE 17, 2010**

Present: Jennifer Conard, Jan Henderson, Mark Huddleston, Eric Knoernschild, Caren Luke, David Meloy and Tom Spread.

Absent: Jeffrey Stone and Becky Wichers.

Staff: Barb Christensen

President, Tom Spread, opened the meeting.

Visitor: Rachel Schmaltz, a student majoring in graphics design, was present as an observer.

Minutes: It was moved by Mark Huddleston, seconded by Jennifer Conard to approve the minutes of the **May 20, 2010** regular meeting as presented. Motion carried.

Bills: It was moved by Caren Luke, seconded by David Meloy to approve for payment monthly bills totaling \$8,029.18. Motion carried.

COMMITTEE REPORTS

Collections: Jan Henderson reported.

- 1) **Tangley cabinet radio** was gifted by David Gillaspie, Hiawatha, Iowa.

Building & Grounds: Mark Huddleston reported.

- 1) **Landscape project for property at 1402 Mulberry Avenue.** The work on the project has been delayed due to rain. BMW Builders is working on the brick replacement. Barb Christensen will meet with the Public Works Department on Friday, June 18, 2010, to discuss clearing the lot.

- 2) **Security/Fire Alarm System** – The Committee recommended the Board approve the bid from **Integrated Technology Partners (ITP)**, Wilton, Iowa in the amount of \$41,781.00, but not to exceed \$47,800.00, which includes a one-year Maintenance Agreement. This project will be paid out of funds already budgeted in the Support Foundation (\$32,000.00) with the balance coming from the Brad Burns Trust.

Following discussion, it was moved by Mark Huddleston, seconded by Jennifer Conard that the Board approves the recommendation of the Building & Grounds Committee. Motion carried.

Finance & Budget: Caren Luke reported.

Monthly Financials – The May 2010 monthly financial reports were received and reviewed.

Long-Range Planning: No report. It was noted, due to the state of the economy, when the new Long Range Planning Committee is formed, they should focus on funding of the Art Center operations in the future.

Personnel: Barb Christensen reported.

1) **Registrar Position** - Barb met with City Administrator Gregg Mandsager regarding changing the Registrar position from three-fourths time to full time. This would be accomplished by eliminating the Education Coordinator position formerly held by Maria Horton who retired on June 5, 2010. Gregg Mandsager asked Barb to provide a formal commitment from the Art Center Board of Trustees to the City of Muscatine to fund this position. Gregg will include this request on the agenda for the July in-depth session.

Following discussion, it was moved by Eric Knoernschild and seconded by David Meloy that the Muscatine Art Center Board of Trustees agrees to formally commit funding from the Muscatine Art Center Support Foundation for 10 hours a week and 25% of the fulltime benefits for the Registrars position . Motion carried.

2) **Nominating Committee Report** – The Committee recommended that the Board approves the following 2010/11 slate of officers for Board of Trustees, effective July 15, 2010:

President	Tom Spread
Vice President	David Meloy
Treasurer	Caren Luke
Secretary	Jan Henderson

It was moved by Eric Knoernschild and seconded by Mark Huddleston that the 2010/2011 slate of officers is approved, effective July 15, 2010. Motion carried.

3) Barb Christensen will not be present at the July 16, 2010 Board Meeting due to vacation.

Program & Publicity: David Meloy reported

1) **Ice Cream Social** is Sunday, June 27, 2010, from 1:00 to 5:00 PM. Workers are still needed and Board members were encouraged to sign the work signup sheet passed around at the meeting.

2) **83 Things to do In the Muscatine Area This Summer Brochure** – The Muscatine Let's Talk Family Dynamics Team devised a flyer for the greater Muscatine area to empower families and individuals to get involved in community activities during the summer. This flyer was distributed to all of the Muscatine Community School children on the last day of school. The Art Center was listed as number 1 and 2 on the list.

3) **Facebook** - Look for the Muscatine Art Center on **Facebook** -- 200 fans.

4) **July 4 and 5, 2010** - Art Center will be closed in observance of Independence Day.

5) **Friend's Annual Meeting** is scheduled for Thursday, July 8, 2010, time and place to be determined. Board members are encouraged to attend. More information will be provided.

DIRECTOR'S REPORT: A written report was submitted for review. Special note was given to the increase in attendance.

UNFINISHED BUSINESS:

David Eckhardt Estate Update: The trust has not been terminated by the court but Attorney Bill Hargrafen is confident it will happen soon.

NEW BUSINESS: Barb Christensen reported.

Louis Eisner Estate: The Art Center will receive \$1,000 from this estate with an additional 5% of the remainder of the Estate once all expenses have been paid. Central State Bank is the Administrator.

ADJOURN: There being no further business, it was moved by Mark Huddleston and seconded by Caren Luke that the meeting adjourn. Motion carried.

Respectfully submitted,
Jan Henderson, Secretary

DIRECTOR'S REPORT
For the month of May 2010
June 17, 2010

Total number of visitors for May 2010	3607
Total number of visitors for May 2009	3436
Total number of visitors Year-to-Date 2010	13543
Total number of visitors Year-to-Date 2009	9754

All figures include outreach program participants

EXHIBITIONS (in the month of May)

March 14, 2010 – December 31, 2010

Springs Sprockets & Pulleys

April 28, 2010 – May 16, 2010

Muscatine High School Junior Senior Art Show

EXHIBITIONS (currently on view – June)

March 14, 2010 – December 31, 2010

Springs Sprockets & Pulleys

April 28, 2010 – May 16, 2010

Kinetic Sculpture – Home School Assistance

OTHER

May 1,

Carter Wedding in Japanese Garden

Andersons Read in the Music Room

May 11,

Muscatine School District English As a Second Language Family Night

May 13,

Friends of the Muscatine Art Center Meeting

May 14,

Edwards Wedding in Japanese Garden

May 15,

Autoharp Jam in Music Room

May 20,

Board of Trustees Meeting

Relay for Life – Luminary Work Shop

May 23

Recital in Music Room

Leopard Krueger Wedding – Japanese Garden

May 27,

Relay for Life – Luminary Work Shop

May 29,

Hogue Wedding in Japanese Garden

ACQUISITIONS

Tangley Cabinet Radio gift of David Gillaspie, Hiawatha Iowa

Respectfully submitted,

Barbara C. Christensen
Director