

Regular Meeting of the Board of Trustees, Muscatine Art Center **AUGUST 20, 2009**

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

Absent: Mark Huddleston and Becky Wichers

Staff: Barb Christensen

Visitors: Dan Clark and Muscatine Journal Reporter, Amy Cahill.

President Tom Spread presented a written **Public Notice**, attached to these minutes, from the Board offering the Jayne House and garage up for public bid. Following discussion, it was moved by Eric Knoernschild and seconded by Jeffery Stone to approve the Public Notice in the form presented to the Board. Motion carried.

Following approval of the Motion, Dan Clark stated that the Commission continues to believe that the best option for the Jayne House is to leave it where it is and restore it. He thanked the Board for their spirit of cooperation during this process. Dan also offered to provide commission research to prospective buyers and information on possible tax credits.

Minutes: It was moved by Eric Knoernschild and seconded by David Meloy that the minutes of the July 16, 2009 meeting be approved. Motion carried.

Bills: It was moved by Jan Henderson and seconded by Jennifer Conard to approve the monthly bills totaling \$2,733.14 for payment. Motion carried.

COMMITTEE REPORTS

Collections: Jan Henderson reported the Art Center is responding to the question asked by visitors "Where does the Art Center get all this stuff and what do you do with it." by scheduling a display of **Recent Acquisitions to the Permanent Collection** from November 1 through December 23, 2009. This display will consist of art and objects related to the early history of Muscatine acquired by the Art Center during the past two years.

It was also reported that the Art Center received a **Portrait of Peter Musser** as a gift from Sarah Wilmer, daughter of Mrs. Mary Musser Gilmore. The Peter Musser portrait will hang in the reception room on the wall adjacent to the Laura Musser portrait which portrait has recently been moved to the reception room.

Building & Grounds: Barb Christensen reported on September 16, 2009, a group from the Day of Caring event will clean along the fence line of the Art Center property.

Barb reported the upstairs carpet for the porte-cochere has been ordered and the roof has been repaired. Also, the small upstairs gallery will be redone in between exhibitions.

The pump in the Japanese Garden needs to be replaced due to insufficient size of pipe and tree roots. Bids will be requested and funding for this project will come from either the McWhirter-Gilmore Trust or a Preservation Grant.

The John W. Conner Glass Collection is on display in the display case on the main steps.

Finance & Budget: Tom Spread reported that he attended the first quarterly meeting of the Support Foundation last week where officers were elected and existing financials were reviewed. Members of the Support Foundation are: Tom Spread, Scott Ingstad, Gary Slight, Mayor Dick O'Brien and Mary Jo Stanley.

Long-Range Planning: No report. Eric Knoernschild reported that a meeting will be called to put a long range plan into place.

Personnel: Barb Christensen reported that **Andy Tabor** is currently off work due to his health. In the interim, Julie Lear will work an additional five (5) hours per week and Jesus Sosa, the Iowa @ Work employee will work an additional two weeks (21 hours each), a temporary employee will be hired until Andy is able to return to work.,

The current **Code of Ethics policy dated December 15, 2005** was included in the Board materials. Each Board member should check the policy in their notebooks to ensure they have the most current policy.

Program/Publicity: David Meloy reported that the **Watermark**, a joint newsletter of the Art Center/Musser Library is scheduled for mailing to the membership list at the end of August 2009. The newsletter is a very well designed compilation of events for both the Library and Art Center.

Barb Christensen reported that the Festival of Wreathes is scheduled for November 15 (Sunday) through November 20 (Friday) with the Gala held on the final night -- November 21 (Saturday).

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

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

Unfinished Business:

Barb Christensen will schedule an orientation meeting for each of the new Board members, Jennifer Conard, Jeffery Stone.

New Business:

A list of appointed 2009-2010 Muscatine Art Center Board of Trustees Committee Chairs and Memberships was distributed.

Barb Christensen will contact Mike Knott to invite him to serve on the Collections Committee.

Adjourn: The meeting was adjourned by acclamation.

Respectfully submitted,
Jan Henderson, Secretary

PUBLIC NOTICE

The Muscatine Art Center Board of Trustees is offering for sale the house and detached garage structures located at 1402 Mulberry Avenue, Muscatine, Iowa. The house is a 2600 square foot, four (4) bedroom, two story frame building built in 1898. Special features include hardwood floors, masonry fireplace, built-in dining room cupboards, stained and curved glass windows. The garage is 768 sq. ft. frame built in 1920. The house and garage will be offered for public bid through 10:00 a.m. on September 25, 2009. Bids are to be sealed and delivered to the Muscatine City Hall Finance Department, 215 Sycamore Street no later than that date and time. Bids must be accompanied by a deposit of at least \$1,000 in the form of cash or cashiers or certified check drawn on a bank in Iowa or a bank chartered under the laws of the United States. Bids will be opened by the City's Purchasing Agent at 10:05 a.m. Final payment, by same method as deposit, to be made within 30 days of bid award. The successful bidder shall be the highest responsive and responsible bidder and the City reserves the right to reject any and all bids.

The successful bidder will be responsible for removing the entire structure from the current location within ninety (90) days of award of bid. The successful bidder will be required to obtain the appropriate permits, provide Certificates of Insurance with the City and the Art Center Board of Trustees named as additional insured, and submit a Performance Bond in the amount of \$30,000 within 30 days of acceptance of bid. The two large beech trees in the front lawn will not be damaged during the relocation process.

All interested parties will have an opportunity to view the structure on Tuesday, September 1 from noon to 4:00 p.m.; Saturday, September 12, 2009 from 10:00 a.m. to 2:00 p.m. and Wednesday, September 16, 2009 from 5:00 p.m. to 7:00 p.m.

Please contact Barbara Christensen, Director of the Muscatine Art Center, at 563-263-8282 or Nancy Lueck, City of Muscatine Finance Director, at 563-264-1550. All questions concerning the requirements for moving the structure should be directed to the City of Muscatine's Planning, Zoning and Building Safety Department at 563-262-4141.

DIRECTOR'S REPORT
For the month of August 2009
September 17, 2009

Total number of visitors for August 2009

997

Total number of visitors for August 2008

915

Total number of visitors Year-to-Date 2009

13107

Total number of visitors Year-to-Date 2008

16688

All figures include outreach program participants

EXHIBITIONS (in the month of August)

June 28 Through August 23, 2009

Twelve Views of Water – Nancy Purington

Floyd Pearce – Pterodactyl Press

Monica Leo, woodcuts from “Marcel and the Dirtball”

Eulenspiegel Puppet Theatre Posters

EXHIBITIONS (currently on view – September)

August 30 – October 25, 2009

Color in Freedom: Journey Along the Underground Railroad

Musser Mansion Gallery closed for remodeling

CLASSES & TOURS

See Educator's Report

OTHER

August 6

Building and Grounds Meeting

August 8

Shannon/Albaugh wedding

Wedding Photos on Mansion

August 12

Support Foundation Meeting

August 13

Teachers Orientation

Friends Board Meeting

August 19

Savannah McCleary Graduation Pictures

August 20

Art Center Board of Trustees Meeting

August 21

Wedding Rehearsal in the Japanese Garden

August 22

Wedding in the Japanese Garden

August 25

Outreach: DSCI Art Class

August 29

Clark/Velez Wedding in the Japanese Garden

ACQUISITIONS

Portrait of Peter Musser by Williams c.1908– Gift of Sarah King Wilmer
Marble Bust of Laura at 5 by George Grey Barnard – Gift of Mary Catherine Atkins McWhirter Bingham, William Atkins McWhirter and Marilyn McWhirter Clark
23 Glass Plate Negatives – Gift of Margaret Isaacson
21 Photographs & MHS envelope – gift of Daryl and Pat Globes and Family & Denny and Georgia Globes Snyder and Family
Handwritten book of music and song lyrics belonging to Laura Musser McColm Atkins, Diploma from Iowa Wesleyan College to Laura Musser Atkins for Doctor of Music 1954, 1959 certificate from Iowa Wesleyan College in recognition of 5 years as a Trustee to Laura McColm Atkins – Gift of Mary Catherine Atkins McWhirter Bingham, William Atkins McWhirter and Marilyn McWhirter Clark
23 Glass Plate Negatives – Gift of Margaret Isaacson
Wood and Glass Display Cabinet – Gift of Nancy Keel
Miscellaneous Muscatine Ephemera – Gift of Dr. John and Ann Parks
Miscellaneous Muscatine Ephemera – Gift of Bill Parks
Jackson Family Photo Album – Gift of Wesley United Methodist Church
Herbarium and Plant Analysis by Bess Beebe - Gift of Wesley United Methodist Church
State of Iowa Certificate of Recognition to Alexander Clark – Outstanding Iowan – Gift of Kent Sissel
Miscellaneous Muscatine Ephemera - Gift of Dr. John and Ann Parks
Miscellaneous Muscatine Ephemera - Gift of Dr. John and Ann Parks
Two framed photos of George Grey Barnard Sculpture “Rose maiden” - Gift of Dr. John and Ann Parks
“Summer Flowers”, watercolor by Marta Grabenko - Gift of Dr. John and Ann Parks
Miscellaneous Muscatine Ephemera - Gift of Dr. John and Ann Parks
Miscellaneous Muscatine Ephemera - Gift of Dr. John and Ann Parks
Bibliophile Items - Gift of Dr. John and Ann Parks
Four Large Button Cards – Muscatine Pearl Works – gift of Christine Simms
Four Boxes of slides – Gift of Bill Lindsay
Footed Dish “Muscatine” and Paperweight – gift of Karen Kenney
Wooden Fireplace Surround from Mark Twain House – Gift of Bill Lindsay
Three Glass Reference Books – Gift of Questers Chapter Pearls of Wisdom #1186
Three Glass Reference Books – Gift of Sue Slight

Respectfully submitted,

Barbara C. Christensen
Director
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KLZ INCORPORATED

1115 Sunrise Circle
Muscatine IA 52761

September 9, 2009

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

The summer session has ended. While attendance does not equal that of last year (due to the free "Project InSECT" camp in 2008) we are holding our own. Total enrollment is down about 20%, which is typical for our sort of program in these difficult economic times. I continue to remain optimistic that once the economy improves we will see an increase in our numbers.

Our August Family Days theme was "African Safari." Tots enjoyed the jungle theme as they created lion masks, giraffe puppets and African dioramas with Julie Lear, and the older kids had fun making African amulets with Vada Baker.

One kids' workshop was held in August. On August 5, Vada Baker conducted an oil painting workshop in which the students created colorful tropical sunsets. The other August class, "The Art of Nancy Purington," was cancelled due to low enrollment.

Summer Studio is a Thursday program which alternates acrylic and watercolor workshops. Both the August Summer Studio workshops were cancelled due to low enrollment.

Our August Field trip to Tony's Tropicals was cancelled due to low enrollment.

There were two Red Barn Studio workshops in August, "One Stroke Floral Note Cards" on August 6 and "One Stroke Wooden Wall Plaque" on August 27. These workshops were taught by Vada Baker.

On Monday August 3 Julie Lear took her "sand clay" to the Y and created sand castles with the Variety Art kids. She repeated the workshop on Thursday August 6 for the Y Teen Leaders, with the addition of gargoyles for those students who had already created sand castles on Monday.

On August 25 members of the Senior Program of the Diversity Service Center of Iowa came to the Art Center for a workshop with Vada Baker in which they created folded photo albums featuring photos of the class taken during earlier workshops. Since the group arrived late there was not time for both the craft activity and a tour.

There was one tour in August. On Friday, August 21 all the language arts students from Central Middle School came to view Nancy Purington's "Twelve Views of Water" as a kick-off for a year-long project of art, poetry and music inspired by the Mississippi River.

There were no birthday parties scheduled in August.

In addition to supporting our summer program I am currently working on the winter brochure. I have re-established our presence on cable TV and am looking for other ways to publicize our classes. Julie and I are reorganizing and inventorying the storeroom in the studio.

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

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

August 2009

<u>Date</u>	<u>Event</u>	<u>Students enrolled</u>	
<u>Attendance</u>			
Sat. Aug. 1			
Sun. Aug. 2			
	Totals for week (Aug.):	--	--
Mon. Aug. 3	Outreach: Variety Art: Sand castles	--	11
Tues. Aug. 4	Outreach: Adventures in Art	--	--
Wed. Aug. 5	Music for Tots ID 5226 & 5227	28	42
	Oil Painting for Kids: Tropical Sunset ID 5240	11	12
Thurs. Aug. 6	Family Days: African Safari ID 5223	5	2
	Kids: Acrylics: Leonardo da Vinci ID 5247		cancelled –
	low enrollment		
	Red Barn Studio: One-stroke Note Cards ID 5252	9	10
	Outreach: Y Teen Leaders: Sand castles & Gargoyles--		4
Fri. Aug. 7	Family Days: African Safari ID 5224	10	20
	Kids: African Amulets ID 5225	6	6
Sat. Aug. 8			
Sun. Aug. 9			
	Totals for week:	69	107
Mon. Aug. 10			
Tues. Aug. 11	Field Trip: Tony's Tropicals ID 5249		cancelled – low enrollment

	Outreach: Adventures in Art	--	--
Wed. Aug. 12	Music for Tots ID 5226 & 5227	28	36
	Kids: The Art of Nancy Purington ID 5241	cancelled – low enrollment	
Thurs. Aug. 13	Kids: Watercolor and Collage ID 5244	cancelled – low enrollment	
Fri. Aug. 14			
Sat. Aug. 15			
Sun. Aug. 16			
	Totals for week:	28	36
Mon. Aug. 17			
Tues. Aug. 18	Outreach: Adventures in Art	--	2
Wed. Aug. 19			
Thurs. Aug. 20			
Fri. Aug. 21	Tour: Central Middle School (Nancy Purington)	--	101
Sat. Aug. 22			
Sun. Aug. 23			
	Totals for week:	28	103
Mon. Aug. 24			
Tues. Aug. 25	Outreach: Diversity Center: Photo-pocket Scrapbooks--		9
	Outreach: Adventures in Art	--	--
Wed. Aug. 26			
Thurs. Aug. 27	Red Barn Studio: One-stroke wooden plaque ID 5253		
	8 5		
Fri. Aug. 28			
Sat. Aug. 29			
Sun. Aug. 30			
	Totals for week:	8	14
Mon Aug. 31			
	Totals for week (Aug.)	--	--
	Totals for August 2009:	133	260
	Totals for August 2008:	101	215
	Totals for August 2007:	129	378
	Totals for Summer 2009 Semester:	427	1382
	Totals for Summer 2008 Semester:	523	1891
	Totals for Summer 2007 Semester:	482	1505