



MINUTES OF THE
CHANDLER MUSEUM FOUNDATION BOARD
CHANDLER MUSEUM, SAGUARO ROOM, 300 S. CHANDLER VILLAGE DRIVE,
CHANDLER, AZ, OR VIRTUALLY VIA WEBEX
PHONE # 1-602-666-0783, MEETING #2596 452 1837
TUESDAY, JANUARY 17, 2023, AT 5:30 P.M.

PRESENT: Barbara Meyerson, Brenda Abney, Calvenea Malloy, Jacki Ryan, Joshua Askey, Martin Sepulveda, and Tom Escobedo

ABSENT: Joan Clark and Michelle Reid

STAFF: Jody Crago

GUESTS: None

CALL TO ORDER: The meeting was called to order at 5:35 p.m. by Barbara Meyerson at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive in Chandler, AZ, and virtually via WebEx, Phone #1-602-666-0783, Meeting #2596 452 1837.

SCHEDULE/UNSCHEDULED PUBLIC APPEARANCES/CALL TO THE PUBLIC:
None

CONSENT AGENDA

- a. Approve meeting minutes of October 17, 2022
 - Calvenea Malloy made a motion to approve the meeting minutes from October 17, 2022.
 - Tom Escobedo seconded the motion. The motion was unanimously approved. The minutes were approved as written.

ACTION AGENDA

- a. Approve Spending \$12,000.00 for Maureen K. Robinson to Facilitate the Board Retreat and Create a Strategic Plan, and Travel Accommodations Not to Exceed \$1,500.00.

- Brenda Abney made the motion to approve spending \$12,000.00 for Maureen K. Robinson to facilitate the board retreat and create a strategic plan, and travel accommodations not to exceed \$1,500.00.
 - Calvenea Malloy seconded the motion. The motion was unanimously approved.
 - Brenda Abney inquired if other facilitator applicants' fees were explored and how did this board facilitator's fee compare to those.
 - Jody Crago answered that fees were not explored with the other applicants, but the Chandler Cultural Foundation (CCF) recently went through the same process at their board retreat. This cost is much less than what the CCF paid.
 - The cost includes the board facilitator's two visits to Chandler and approximately 12 days of work with staff and interviews with several board members. Also included is the delivery of a final report.
 - A copy of the facilitator's scope of work was shared with the board members.
- b. Approve Spending \$14,636.00 for Mila Walls and Connectors to Improve the Traveling Exhibition Program.
- Brenda Abney made a motion to approve spending \$14,636.00 for Mila walls and connectors to improve the traveling exhibition program.
 - Jacki Ryan seconded the motion. The motion was unanimously approved.
 - Jody Crago reminded the board that the board inquired what they can assist with to enhance traveling exhibitions. City staff requested different sized Mila walls and wall connectors.
 - Mila walls are specialized and manufactured in Germany. They are used frequently in museums.
 - Jody Crago and Brenda Abney will discuss separately the possibility of combining an order for both the Chandler Museum and the Tempe Museum since these are shipped from Europe.
- c. Approve Moving \$250,000.00 of Museum Endowment Funds into an Investment Account according to the Museum Foundation Investment Policy.
- Jacki Ryan made a motion Approve Moving \$250,000.00 of Museum Endowment Funds into an Investment Account according to the Museum Foundation Investment Policy.

- Joshua Askey seconded the motion. The motion was unanimously approved.
- Jody Crago reminded the board that the investment policy is a slow-growth policy. It is the same policy the Chandler Cultural Foundation uses. Both foundation investment policies mirror the City of Chandler's Investment Policy.
- Brenda Abney mentioned that in the future, another option might be to invest with the Arizona Community Foundation. Jody Crago stated that is a good recommendation and it would need to be reviewed by the City's Law Department to ensure this would be something which could be done based on the City's Investment Policy.
- There are other benefits when investing with Arizona Community Foundation, such as lower fees, membership opportunities, and more.
- Discussion ensued amongst the board members to possibly invite the Arizona Community Foundation to present at future board meeting.

d. Appoint New Treasurer

- Upon Maris Thomas's resignation from the Museum Foundation Board, the need for a Treasurer was created.
- Barbara Meyerson made a motion to appoint Tom Escobedo as the new Treasurer.
- Joshua Askey seconded the motion. The motion was unanimously approved.
- The Treasurer is the second signature on Foundation checks and provides the financial update at the monthly board meetings.
- City staff will add Tom Escobedo to the Executive Subcommittee Meeting invitations.

e. Approve Board Retreat Date Options for March 2023

- Martin Sepulveda made a motion to approve board retreat date options for March 2023.
- Brenda Abney seconded the motion. The motion was unanimously approved.
- A poll was taken by the board members and several staff members. Two date options were provided.
- Based on the results of the poll and the discussion at this board meeting, the date chosen is Monday, March 6, 2023.

BRIEFING

a. Discuss Chandler Historical Society Recognition Event

- The Museum Foundation Board and its Executive Subcommittee have discussed this topic on several occasions.
- After all the discussions, Barbara Meyerson brought forward an idea discussed by the executive subcommittee.
- Have a press release and a public recognition of the “handing off” from the Chandler Historical Society (CHS) to the Chandler Museum Foundation (CMF) at a City Council Study Session.
 - City staff will contact the Mayor’s Office to get on the Council’s calendar and request a Proclamation from the Mayor.
- Jody Crago also shared with the board the plan to hold a fundraising event later in the year. The Chandler Historical Society will be invited and recognition for the CHS could be part of this event.
- After further discussion, it was decided to proceed with the public recognition at the City Council’s Study Session and continue discussions recognition at the future fundraising event.

b. Museum Foundation Audit Report for Fiscal Year (FY) 2021-2022

- The first Museum Foundation Audit has been completed.
- It was an extensive process. Staff answered several questions from the auditors.
- Discussion ensued on the differences between a private foundation and a public foundation.
- If any board members are interested in reading the complete audit report, contact Jody Crago.

c. Executive Subcommittee Update

- The Executive Subcommittee met on January 3, 2023.
- All items from the executive subcommittee meeting have already been addressed in tonight’s board meeting.

d. Financial Update

- Jody Crago provided a summary on the current financial status.
- There are a few items to be added to the liability amount: merchandise purchased for the Museum Store for the holiday season and an audit fee.

e. City Update

- Jody Crago provided several City updates.
- Museum Store Sunday is similar to Small Business Saturday. It is held the Sunday after Thanksgiving.
 - The Chandler Museum Store had less people attend this year, but more money was spent. Just over \$300 was made on Museum Store Sunday.
- The Wayfinding signage is starting to be placed in the building and around the campus.
- Restoration of the McCroskey and Edwards Houses at Tumbleweed Ranch have begun. This was approved as part of last year's budget where the City approved funding to perform some restorations of the houses to help maintain them in the short-term as the Tumbleweed Ranch Master Plan continues to move forward.
 - Some of the restoration includes repairing shingles, replacing some windows, sealing various windows.
- An update on the Tumbleweed Ranch Master Plan will be provided to the board at a future board meeting.
- The City has recently completed a Class & Compensation Study for City of Chandler employees. This was done to ensure the City of Chandler is equitable when compared to other cities.
 - There will be changes in some job titles and most positions received an increase, which is being funded by the City, not by the departments/divisions.
- The City of Chandler recognized a Winter Break again for a week between the Christmas and New Year's holidays.
 - The Museum remains opens for much of this time and City temporary workers staff it during this period, allowing others to have the week off.
- In response to Tom Escobedo's inquiry regarding the cleaning of the downtown exhibits, Jody Crago responded that a Downtown Redevelopment Specialist has been hired to oversee the operations for Downtown Chandler. Some of the duties performed by this person include the cleaning of the History Spot in the Downtown Chandler; steam cleaning of the sidewalks; confirming the trash bins have been emptied; etc.
- The City has a kiosk program, which are kiosks placed in various City parks to tell the story of the families, businesses, and cultures that were established in the area around the park.

- Homestead Park was dedicated this past Fall. It is a small neighborhood park near Pecos and Cooper roads. A kiosk will be placed in the park this Spring.

MEMBERS COMMENTS/ANNOUNCEMENTS

Barbara Meyerson and Jody Crago announced the Celebration at Celebration Plaza will be on Saturday, January 28, 2023, at 9:00 a.m. This year's celebration is a little different as it is inducting three inductees instead of the usual two inductees. This year, the inductees are Father Joseph Patterson, Major General Jackson and Barbara Bogle, and the eight students who were responsible for the integration of Chandler High School: Willie Arbuckle, Robert Turner, Artie Mae Turner, Joella Arbuckle, Ernestine Jackson, Willie Ruth Payne, J.L. Payne, and Nina Loftan.

Joshua Askey recently toured the Sign of the Times: The Great Political Poster Exhibition. Joshua Askey stated that he did not recall seeing any artwork from Roy Lichtenstein, who was one of the artists featured in this exhibit. Jody Crago mentioned that exhibition is a traveling exhibit, and they arrive and are displayed as they have been packaged. Jody Crago said he would ask the Museum Curator, Jillian Nakornthap, about this as she was the lead on setting up the exhibit.

Jody Crago shared with the board that the Museum will be hosting a Volunteer Recognition Event on Monday, January 23, 2023, from 5:00 p.m. – 6:30 p.m. This event is to thank all those who volunteer their time to contribute to the Chandler Museum's success. This includes board members, docents, volunteers, and members of the Chandler Historical Society and Chandler Sports Hall of Fame. For any board member who would like to attend and has not yet submitted their R.S.V.P., inform Jody Crago of your attendance.

Tom Escobedo mentioned the Chandler Cultural Foundation is hosting an event at the Center for the Arts to unveil the renaming of the Main Stage to the Steena Murray Main Stage. This recognition event is being held on Monday, January 30, 2023

Jody Crago communicated that the Chandler Sports Hall of Fame Induction Ceremony will be held on Saturday, February 18, 2023, at Hamilton High School. The ceremony will begin at 11:00 a.m. Five athletes will be inducted.

CALENDAR

- a. The board retreat will be **Monday, March 6, 2023**, at 8:30 a.m. The retreat will be held at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive.
- b. The next board meeting will be **Monday, March 20, 2023**, at 5:30 p.m. Meeting format will be hybrid (in-person at the Museum or virtually/calling in via WebEx).

ADJOURN

With no other business to discuss, the meeting was adjourned at 6:50 p.m.



Barbara Meyerson, Chair



Jody Crago, Staff Liaison

Museum Foundation Regular Meeting

February 21, 2023 | 5:30 p.m.

Chandler Museum, Saguaro Room
300 S. Chandler Village Dr., Chandler, AZ
or Webex 1-602-666-0783
Code 2595 336 4156 Password CMF022123



Board Members

Barbara Meyerson, Chair
Joan Clark, Vice-Chair
Tom Escobedo, Treasurer
Brenda Abney
Calvenea Malloy
Jacki Ryan
Joshua Askey
Martin Sepulveda
Michelle Reid

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. § 38-431.02, notice is hereby given to the members of the Museum Foundation and to the general public that the Museum Foundation will hold a REGULAR MEETING open to the public on Tuesday, February 21, 2023, at 5:30 p.m., at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Dr., Chandler, AZ, or virtually via Webex, or by calling phone 1-602-666-0783, access 2595-336-4156. One or more Board Members may be attending virtually or by telephone.

Persons with disabilities may request a reasonable modification or communication aids and services by contacting the City Clerk's Office at (480) 782-2181(711 via AZRS). Please make requests in advance as it affords the City time to accommodate the request.

Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.

Museum Foundation

Regular Meeting Agenda - February 21, 2023

Call to Order/Roll Call

Scheduled/Unscheduled Public Appearances

Members of the audience may address any item not on the agenda. State Statute prohibits the Board or Commission from discussing an item that is not on the agenda, but the Board or Commission does listen to your concerns and has staff follow up on any questions you raise.

Consent Agenda

Items listed on the Consent Agenda may be enacted by one motion and one vote. If a discussion is required by members of the Board or Commission, the item will be removed from the Consent Agenda for discussion and determination will be made if the item will be considered separately.

1. **January 2023 Museum Foundation Board Meeting Minutes**

Move Museum Foundation Board approve the meeting minutes of the Museum Foundation Regular Meeting of January 17, 2023.

Action Agenda

2. **Approve Moving Date of June 2023 Museum Foundation Board Meeting**

Move Museum Foundation Board approve moving the June 2023 Museum Foundation Board Meeting from Monday, June 19, 2023, to Tuesday, June 20, 2023, due to the Juneteenth Holiday.

3. **Approve Payment for Silk Stocking Video**

Move Museum Foundation Board approve payment in the amount of \$5,000.00 for the Silk Stocking Video.

Briefing

4. Tumbleweed Ranch Masterplan Presentation

5. Executive Subcommittee Update

- Update from February 6, 2023 Meeting
- Canceled Meeting on March 6, 2023 in lieu of the Board Retreat

6. Strategic Planning Workgroup Update

7. Financial Update

8. City Update

Member Comments/Announcements

Calendar

- 9.
- Museum Foundation Board Retreat is **Monday, March 6, 2023**, at 8:30 a.m., at the Chandler Museum.
 - Next Museum Foundation Board Meeting is **Monday, March 20, 2023**, at 5:30 p.m., at the Chandler Museum.

Information Items

10. Current Exhibitions:

- Working America; January 31, 2023 - May 21, 2023 - Exhibits Hall
- Arrival Stories; September 20, 2022 - April 23, 2023 - Price Gallery

11. Upcoming Exhibitions:

- Righting a Wrong (Poster Exhibition); 4/25/2023 - 7/23/2023 - Price Gallery
- 1968: A Folsom Redemption; June 20, 2023 - August 13, 2023 - Exhibits Hall
- Destination Moon: The Apollo Mission (Poster Exhibition); 7/25/2023 - 10/15/2023 - Price Gallery
- Aliento a Tequila; September 5, 2023 - October 22, 2023- Exhibits Hall

Adjourn

Choose a few of the following activities to do before the March 6 Museum Foundation Retreat.

Completed	Item	Location	Hours	Know before you go
	Visit Chandler Museum Exhibits	300 S. Chandler Village Drive	Tues-Sat 10am-5pm, Sun 1-5pm	<i>Picturing Home, Working America, and Arrival Stories</i> on view
	Observe an early childhood program at Chandler Museum	300 S. Chandler Village Drive	Wednesdays from 10:30-11:15am	C-Town Suitcase Club is the 1 st , 3 rd , and 5 th Wednesdays; Art Tots is the 2 nd and 4 th Wednesdays
	Attend Play Day Family Program at Chandler Museum	300 S. Chandler Village Drive	Saturday, February 25, 11am-2pm	Drop-in style program. Theme is Lawn Games
	Go on a docent tour at Chandler Museum	300 S. Chandler Village Drive	Every other Sunday at 1:30 and 3pm	Sign up on Eventbrite
	Attend History Bites program at Chandler Museum	300 S. Chandler Village Drive	Tuesday, February 7	Topic is "Working Chandler: Insights into the Work of Local Government"
	Pick up a rack card or quarterly calendar	300 S. Chandler Village Drive	Tues-Sat 10am-5pm, Sun 1-5pm	
	Visit Tumbleweed Ranch	2250 S. McQueen		

	Observe Tumbleweed Ranch Field Trip	2250 S. McQueen	10am-12pm on 2/27 and 2/28	Coordinate with Tiffani Egnor before you go
	Visit The History Spot	Downtown Chandler Breezeway between Saba's and The Original Chop Shop	Always open	Current exhibit topic is Ostriches in Chandler
	Attend Chandler Sports Hall of Fame Induction Ceremony and Luncheon	Hamilton High School Auditorium	Saturday, February 18, 11am	Please coordinate with Tiffani so there is a ticket at will call for you
	Visit a park kiosk	Available at these Chandler parks: AJ Chandler Park Arbuckle Park Espee Park Folley Park NJ Harris Park Nozomi Park Ryan Park Silk Stocking Snedigar Park Thude Park Tibshraeny Park West Mini Park		
	Visit Veterans Memorial at Veterans Oasis Park			
	Visit San Marcos Hotel Lobby			
	Visit Downtown Chandler Fire Station Lobby			
	Visit Downtown Chandler Police Department Lobby			
	Explore Chandlerpedia online resource	chandlerpedia.org	Anytime	

	Go on an self-guided tour of downtown Chandler	https://theclio.com/ tour/1093	Anytime	
	Explore Chandler Museum website	Chandlermuseum.org	Anytime	



Chandler Museum Foundation

Statement of Financial Position Summary

As of January 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	379,207.07
Other Current Assets	119.00
Total Current Assets	\$379,326.07
TOTAL ASSETS	\$379,326.07
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	0.00
Credit Cards	1,696.24
Other Current Liabilities	325.88
Total Current Liabilities	\$2,022.12
Total Liabilities	\$2,022.12
Equity	377,303.95
TOTAL LIABILITIES AND EQUITY	\$379,326.07



Chandler Museum Foundation

Statement of Activity by Month

July 2022 - January 2023

	JUL 2022	AUG 2022	SEP 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	TOTAL
Revenue								
4200-00 Rentals								\$0.00
4210-00 Facility Rental		360.00	492.00	288.00	4,160.00			\$5,300.00
4220-00 Rentals - After Hours Staff Fee		125.00			300.00			\$425.00
Total 4200-00 Rentals		485.00	492.00	288.00	4,460.00			\$5,725.00
4300-00 Field Trips								\$0.00
4310-00 Field Trips - Tumbleweed Ranch					0.00			\$0.00
Total 4300-00 Field Trips					0.00			\$0.00
4400-00 Grants & Sponsorships								\$0.00
4410-00 Grants							1,615.92	\$1,615.92
Total 4400-00 Grants & Sponsorships							1,615.92	\$1,615.92
4500-00 Contributed Income								\$0.00
4510-00 Contributions - Donations, Unrestricted								\$0.00
4512-00 Contributions - Donations, Unrestricted - General	123.75	27.52	288.00	114.00	118.00	43.00	168.00	\$882.27
Total 4510-00 Contributions - Donations, Unrestricted	123.75	27.52	288.00	114.00	118.00	43.00	168.00	\$882.27
Total 4500-00 Contributed Income	123.75	27.52	288.00	114.00	118.00	43.00	168.00	\$882.27
4600-00 Sales of Product Revenue								\$0.00
4610-00 Sales - Museum Store	1,514.00	1,480.05	1,234.66	1,533.70	1,663.25	2,628.25	1,161.93	\$11,215.84
Total 4600-00 Sales of Product Revenue	1,514.00	1,480.05	1,234.66	1,533.70	1,663.25	2,628.25	1,161.93	\$11,215.84
Discount Income	(13.96)	(3.30)	(20.86)	(26.03)	(70.30)	(129.46)		\$ (263.91)
Sales	0.00	0.00	0.00	0.00	0.00			\$0.00
Sales of Product Income							(26.35)	\$ (26.35)
Total Revenue	\$1,623.79	\$1,989.27	\$1,993.80	\$1,909.67	\$6,170.95	\$2,541.79	\$2,919.50	\$19,148.77
GROSS PROFIT	\$1,623.79	\$1,989.27	\$1,993.80	\$1,909.67	\$6,170.95	\$2,541.79	\$2,919.50	\$19,148.77
Expenditures								
6640-00 Other Expenses - Non Classified							299.45	\$299.45
6720-00 Gift Shop Merchandise		2,489.35	1,696.27	3,010.98	346.02	565.87	144.08	\$8,252.57
6800-00 Processing Charges	36.31	65.30	49.46	163.78	46.00	63.27	24.61	\$448.73
6850-00 Processing Fees - Bank Service Charges/Fees	9.94							\$9.94
Total 6800-00 Processing Charges	46.25	65.30	49.46	163.78	46.00	63.27	24.61	\$458.67



Chandler Museum Foundation

Statement of Activity by Month

July 2022 - January 2023

	JUL 2022	AUG 2022	SEP 2022	OCT 2022	NOV 2022	DEC 2022	JAN 2023	TOTAL
Office expenses								\$0.00
5000-00 Administrative & General								\$0.00
5140-00 A&G - Licenses and Permits							357.88	\$357.88
5200-00 A&G - Dues and Subscriptions		180.00						\$180.00
5310-00 A&G - Recognition		31.75						\$31.75
5400-00 A&G - Office Supplies				48.13		37.65	1,552.16	\$1,637.94
5630-00 A&G - Audit/990 Fees						12,875.00		\$12,875.00
Total 5000-00 Administrative & General		211.75		48.13		12,912.65	1,910.04	\$15,082.57
Total Office expenses		211.75		48.13		12,912.65	1,910.04	\$15,082.57
Total Expenditures	\$46.25	\$2,766.40	\$1,745.73	\$3,222.89	\$392.02	\$13,541.79	\$2,378.18	\$24,093.26
NET OPERATING REVENUE	\$1,577.54	\$ (777.13)	\$248.07	\$ (1,313.22)	\$5,778.93	\$ (11,000.00)	\$541.32	\$ (4,944.49)
NET REVENUE	\$1,577.54	\$ (777.13)	\$248.07	\$ (1,313.22)	\$5,778.93	\$ (11,000.00)	\$541.32	\$ (4,944.49)