

Meeting Minutes

Chandler Museum Foundation

Regular Meeting

June 20, 2023, | 5:30 p.m.
Chandler Museum, Saguaro Room
300 S. Chandler Village Drive., Chandler, AZ



Call to Order

The meeting was called to order by Barbara Meyerson at 5:30 p.m.

Roll Call

Board Member Attendance

Barbara Meyerson, Chair
Joan Clark, Vice-Chair
Tom Escobedo, Treasurer
Adam Turneer
Al Quihuis
Brenda Abney
Calvenea Malloy
Jacki Ryan
Rich Feely

Staff Attendance

Jody Crago, Museum Manager
Tiffani Egnor
Anna Camino

Absent

Joshua Askey
Martin Sepulveda

Scheduled and Unscheduled Public Appearances

None

Consent Agenda

1. April Board Meeting Minutes
 - Joan Clark made a motion to approve the board meeting minutes of the Museum Foundation Board Meeting of April 17, 2023.

- Calvenea Malloy seconded the motion. Motion carried unanimously (7-0). The minutes were approved as written.

Action Agenda

2. Assign Board Members to Museum Foundation Board Binder Workgroup
 - Joan Clark made a motion to assign board members to the Museum Foundation Board Binder Workgroup.
 - Tom Escobedo seconded the motion. Motion carried unanimously (9-0).
 - The two board members assigned to this workgroup will be Brenda Abney and Al Quihuis.
 - Items discussed to be included in the binder:
 - Memorandum of Understanding
 - Bylaws
 - Three Pillars Document
 - List of Accomplishments
 - History of the Chandler Historical Society and Chandler Museum
 - Board and Staff Contact Sheet
 - Strategic Plan (once it is completed)
 - Museum staff will send these documents to Abney and Quihuis.
 - The binder will be provided in electronic and paper formats.
 - Recommendation is to dedicate time in a board meeting to review and clean up the binder. This will be done annually.
3. Assign Board Members to Membership/Friends of the Museum Workgroup
 - Jacki Ryan made a motion to assign board members to the Membership/Friends of the Museum Workgroup.
 - Joan Clark seconded the motion. Motion carried unanimously (9-0).
 - The two board members assigned to this workgroup are Joshua Askey and Rich Feely.
 - This could be an ongoing workgroup, with continuous research as a main component.
4. Approve 2024 Museum Foundation Board Meeting Dates
 - Jacki Ryan made a motion to approve the 2024 Museum Foundation Meeting Dates.
 - Joan Clark seconded the motion. Motion carried unanimously (9-0).
 - Museum staff will send to approved dates to the City Clerk's Office in October.
5. Approve 2024 Executive Subcommittee Meeting Dates
 - Calvenea Malloy made a motion to approve the 2024 Executive Subcommittee Meeting Dates.
 - Tom Escobedo seconded the motion. Motion carried unanimously (9-0).
 - Museum staff will send to approved dates to the City Clerk's Office in October.

Briefing

6. Strategic Planning Session Briefing

- Joan Clark reviewed and summarized the Strategic Planning Session report from the session's facilitator, Maureen K. Robinson.
- Goal is to complete the first draft of the Strategic Plan by the end of 2023 (calendar year).

7. Financial Update

- The Financial Report was reviewed by Tom Escobedo.
- Escobedo requested a more thorough report, which stipulates what monies are set aside for certain programs and other commitments.
- Museum staff will review current reports to see if any already show this information. If no reports provide this information, Museum management will discuss options.

8. Museum Moment

- Tiffani Egnor reviewed the list of exhibits at the Museum.
- This list included exhibits currently showing and to early 2025.
- The workgroup shared with Robinson the board's feedback of the board retreat.
- Robinson is to send a draft agenda for the Strategic Planning Session to the workgroup.
- Reminder that the Museum Foundation Strategic Planning Session is scheduled for Monday, May 15, 2023, from 10:00 a.m. – 4:00 p.m. and will be held at the Chandler Museum. Lunch will be provided. More details to follow.
- There will be a homework assignment for the Strategic Planning Session. Robinson will send it prior to the May 15th session.

9. City Update

- 1968: A Folsom Redemption opened today and runs through August 13, 2023.
- Dr. Emily Early, Museum Storytelling Coordinating, is starting her fourth week with the Museum.
- Chandler Gilbert Community College (CGCC) Zoe Thompson has finished her 16-week paid internship. Thompson will be returning to the Museum for her fall semester.
- The Chandler Museum is participating in the Summer Reading Challenge. Museum visitors participating in the challenge can get the code and earn points.

10. Board Members Contact Information

- The most recent copy of the Board Members Contact Information was distributed.
- Contact a Museum staff member if any of the information listed needs to be corrected.

Member Comments/Announcements

None

Calendar

The next Museum Foundation Executive Subcommittee Meeting is scheduled to be on **Monday, August 7, 2023, at 1:00 p.m. (new time)**, at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive, in Chandler, Arizona.

The next Museum Foundation Regular Meeting will be held on **Monday, August 21, 2023, at 5:30 p.m.**, at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive, in Chandler, Arizona.

Adjourn

The meeting was adjourned at 6:48 p.m.

Barbara Meyerson, Chair

Tiffani Egnor, Staff Liaison