

Meeting Minutes

Chandler Museum Foundation

Regular Meeting

March 18, 2024 | 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 5:32 p.m.

Roll Call

Board Member Attendance

Barbara Meyerson, Chair
Joan Clark, Vice-Chair
Adam Turner
Brenda Abney
Joshua Askey
Martin Sepulveda
Rich Feely

Staff Attendance

Jody Crago, Museum Manager
Tiffani Egnor, Museum Ops & Prog Mgr

Absent

Al Quihuis
Calvenea Malloy
Jacki Ryan
Tom Escobedo, Treasurer

Scheduled and Unscheduled Public Appearances

None

Consent Agenda

1. February Board Meeting Minutes
 - Rich Feely made a motion to approve the board meeting minutes of the Museum Foundation Board Meeting of February 20, 2024.
 - Joan Clark seconded the motion. Motion carried unanimously (7-0). The minutes were approved as written.

Action Agenda

2. Approve Museum Foundation Strategic Plan
 - Joan Clark made a motion to approve the Museum Foundation Strategic Plan.
 - Brenda Abney seconded the motion. Motion carried unanimously (7-0).
 - Great job by everyone for all the work and inputting to create the Strategic Plan.
3. Approve the Creation of the Museum Foundation Finance Subcommittee
 - Martin Sepulveda made a motion to approve the creation of the Museum Foundation Finance Subcommittee.
 - Joan Clark seconded the motion. Motion carried unanimously (7-0).
 - Finance is one of the three goals of the Strategic Plan.
 - The Foundation's FY25 Budget and Spending Policy continue to be worked on. Once approved, the Finance Subcommittee will oversee the budget and policy.
4. Assign Board Members to the Museum Foundation Finance Subcommittee
 - Martin Sepulveda made a motion to assign board members to the Museum Foundation Finance Subcommittee.
 - Joan Clark seconded the motion. Motion carried unanimously (7-0).
 - Barbara Meyerson contacted several board members to inquire about their interest serving on this subcommittee.
 - The board members assigned to serve on the Finance Subcommittee are Rich Feely, Tom Escobedo (Treasurer), Jacki Ryan, and Joshua Askey.

Briefing

5. Review Museum Foundation Fiscal Year (FY) 2024-25 Draft Budget
 - Jody Crago reviewed the refined draft budget.
 - The Executive Subcommittee and Finance Subcommittee will review the draft budget, then recommend it for approval to the full board at the June board meeting.
6. Governance Subcommittee Update
 - The Governance Subcommittee met on March 11, 2024.
 - The Foundation's Bylaws changes were reviewed and recommended for approval.
 - The Governance Subcommittee Charter was reviewed. Joan Clark announced the tasks were divided amongst members on who to take lead for each task.
 - The Governance Subcommittee will meet bimonthly for now.
 - Brenda Abney will send Joan Clark the hard copy of the current Board Binder.
 - Clark will revise the Board Binder and present it at the May board meeting for review and approval.
 - After the Board Binder is approved, there will be one hard copy and a LiveBinder copy, an electronic version that board members can print out documents.

7. Review Museum Foundation Revised Bylaws

- Jody Crago reviewed the proposed changes to Museum Foundation Bylaws.
- The revised Bylaws will be presented for approval at the April board meeting.

8. Workgroup Report-Outs

- After reviewing each Workgroup, the Executive Subcommittee has decided to sunset some of the Workgroups.
- Thank you to everyone for all the work each Workgroup has accomplished.
- The Foundation Spending Policy Workgroup has been sunsetted. The work they have accomplished thus far will be transferred over to the Finance Subcommittee.
- The Board Binder will be taken over by the Governance Subcommittee. The Board Binder Workgroup has been sunsetted.
- Membership/Friends of the Museum has been sunsetted. Their work will be transferred to the Finance Subcommittee.
- The Idea Incubator Workgroup is an ongoing workgroup and reports to the Executive Subcommittee.

9. Discuss Museum Foundation Board Fundraising Commitment

- Barbara Meyerson provided a presentation on fundraising, which included comparison and differences between marketing and fundraising; Case for Support questions; and donor recognition opportunities.
- The Case for Support is the “Why” donors contemplate:
 - Why should I support this institution?
 - Why should I give you money?
 - Why is this important?
- The Foundation is “selling” a product: the Museum, and the Museum is a positive product and sells itself.
- Being familiar with the budget will assist when asking for donations.
- The Executive Subcommittee will continue discussing fundraising and will prepare an “Ask for donation” document board members can use.

10. City Update

- The new Volunteers and Adult Programs Coordinator will be starting the first week of April. His name is Michael Stark.
- Additional security cameras will be installed at the Museum, mostly on the exterior of the campus.
- The replacement fins are being manufactured and hoping they will be installed soon.
- There was electrical preventative maintenance work done at the Museum which caused slight issues with the lights show. This issue has been fixed.
- The Textures of Remembrance exhibit has closed. Opening soon are the Shutter and Sound Exhibit opening April 6th and the Fourth Grade Project opening April 23rd.

- At a recent meeting, the Partners of Tumbleweed Ranch reviewed some recent challenges and decided to discontinue the Chuckwagon Event after 13 years. The Partners will continue supporting The Ranch.

Member Comments

Joan Clark shared some of the events advertised in the quarterly calendar and reminded the board what a useful tool this calendar can be when talking with possible donors. Barbara Meyerson inquired if this calendar can be sent to each board member so they can have it on-hand when talking with the public. Museum staff will add each board member to the distribution list of the quarterly calendar.

Member Announcements

Martin Sepulveda announced that City Council recently approved establishing a Historic Preservation District within the Silk Stocking Neighborhood.

Calendar

The next Museum Foundation Executive Subcommittee Meeting is scheduled for **Monday, April 1 2024, at 1:00 p.m.**, at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive, in Chandler, Arizona.

The next Museum Foundation Regular Meeting is scheduled for **Monday, April 15, 2024, 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 6:32 p.m.

Barbara Meyerson, Chair

Jody Crago, Staff Liaison