

Meeting Minutes

Chandler Museum Foundation Board

Finance Subcommittee Meeting

April 30, 2024 | 3:30 p.m.
Chandler Museum, Saguaro Room
300 S. Chandler Village Drive, Chandler, AZ



Call to Order

The meeting was called to order by Rich Feely at 3:31 p.m.

Roll Call

Member Attendance

Rich Feely, Chair
Joshua Askey
Tom Escobedo

Staff Attendance

Jody Crago, Museum Manager
Sarah Biggerstaff, Museum Storytelling Coordinator

Absent

Jacki Ryan

Scheduled and Unscheduled Public Appearances

None

Action Agenda

1. Recommend Charter to Executive Subcommittee
 - Tom Escobedo made a motion to recommend the Finance Subcommittee Charter to the Executive Subcommittee for approval.
 - Joshua Askey seconded the motion to recommend the Finance Subcommittee Charter to the Executive Subcommittee for approval. Motion carried unanimously (3-0).
2. Review and Approve Annual Schedule for Finance Subcommittee Meetings
 - Tom Escobedo made a motion to approve the annual schedule for Finance Subcommittee meetings, consisting of the following 2024 dates: May 21, August 27, October 22, December 17.
 - Joshua Askey seconded the motion to approve the annual schedule for Finance Subcommittee meetings, consisting of the following 2024 dates: May 21, August 27, October 22, December 17. Motion carried unanimously (3-0).

3. Approve Museum Foundation Board Fiscal Year 2024-25 Annual Budget
 - Rich Feely made a motion to approve the Museum Foundation Board Fiscal Year 2024-25 Annual Budget.
 - Tom Escobedo seconded the motion approve the Museum Foundation Board Fiscal Year 2024-25 Annual Budget. Motion carried unanimously (3-0).

Briefing

4. Review Spending Policy
 - Review and approve the Spending Policy at the meeting on May 21, 2024 with the following updates:
 - Add a line item on service or consultant contracts.
 - Determine how unrestricted funds are addressed.
 - Add interest from all sources.
 - Add the overall dollar amount for approval by the subcommittee.
 - Add approval process for purchases at and above a certain amount.

Member Comments

None

Member Announcements

Museum Foundation Board Member Jacki Ryan is in the latest edition of Chandler City Lifestyle Magazine.

Calendar

The next Museum Foundation Board Finance Subcommittee Meeting is scheduled for **Tuesday, May 21, at 3:30 p.m.**, at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive, in Chandler, Arizona.

Adjourn

The meeting was adjourned at 4:19 p.m.