

Meeting Minutes

Chandler Museum Foundation

Regular Meeting

June 17, 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 5:30 p.m.

Roll Call

Board Member Attendance

Barbara Meyerson, Chair
Joan Clark, Vice-Chair
Rich Feely, Treasurer
Tom Escobedo
Adam Turner
Calvenea Malloy
Jacki Ryan
Martin Sepulveda

Staff Attendance

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

Absent

Al Quihuis
Brenda Abney
Joshua Askey

Unscheduled Public Appearances

Brianne Nelson
Margaret Burkert

Consent Agenda

1. May Board Meeting Minutes
 - Joan Clark made a motion to approve the board meeting minutes of the Museum Foundation Board Meeting of May 20, 2024.

- Jacki Ryan seconded the motion. Motion carried unanimously (11-0). The minutes were approved as written.

Action Agenda

2. Motion for Approval of Proposed Museum Foundation Spending Policy
 - This item was tabled until a future meeting because the Finance Subcommittee did not have a quorum to meet.
3. Motion for Approval of 2025 Board Meeting Dates
 - Martin Sepulveda made a motion to approve the 2025 Board meeting dates.
 - Tom Escobedo seconded the motion. Motion carried unanimously (11-0).
4. Motion for Approval of 2025 Executive Subcommittee Meeting Dates
 - Martin Sepulveda made a motion to approve the 2025 Executive Subcommittee meeting dates.
 - Adam Turner seconded the motion. Motion carried unanimously (11-0).
5. Motion for Approval of 2025 Governance Subcommittee Meeting Dates
 - Calvenea Malloy made a motion to approve the 2025 Governance Subcommittee meeting dates.
 - Jacki Ryan seconded the motion. Motion carried unanimously (11-0).
6. Motion for Approval of 2025 Strategic Planning Subcommittee Meeting Dates
 - Calvenea Malloy made a motion to approve the 2025 Strategic Planning Subcommittee meeting dates.
 - Tom Escobedo seconded the motion. Motion carried unanimously (11-0).
7. Motion for Approval of 2025 Finance Subcommittee Meeting Dates
 - Calvenea Malloy made a motion to approve the 2025 Strategic Planning Subcommittee meeting dates.
 - Jacki Ryan seconded the motion. Motion carried unanimously (11-0).

Briefing

8. Board Book Status Update

We have Live Binder. Jody and Joan met to go through the process of uploading documents. They have set a schedule for Joan to work on getting everything loaded. Jody announced that agendas and meeting minutes will go into this format. They will still be accessible through the City Clerks' site as well.
9. Museum Foundation Contract Positions
 - Joan talked about two potential contracted positions. One would be a social media focus and the other would be an administrative assistant including membership management and donor lists. They will be hourly, as needed. The contractor will bill the Foundation for the hours worked. The positions will be paid \$19 per hour. Barbara

said the work of both positions will be advised by the Foundation, but they are not employees of the Foundation.

- Calvenea asked how we will define success of the work. Tom asked for copies of the job description. Barbara said those will be part of the August meeting agenda.
- Joan asked if members of the Foundation have any other candidate suggestions, but two individuals have been recommended already, and are attending this meeting virtually.

10. Chair's Report

- Barbara gave 2 homework assignment to members:
 - Identify two new board members.
 - Jody explained this process.
 - Look into or pick-up membership brochures at other sites and organizations.
 - We don't necessarily have options for a transactional membership, instead we want to attract members who support the mission of the Foundation and Museum.
 - A "Case for Support" document is in development to help understand what it is the Foundation does so everyone is selling the same thing.
 - Tiffani shared that the museum has collected resources related to memberships. Barbara asked Tiffani to share those resources with Rich so the Finance Subcommittee can review them.

11. Director's Report

- Jody mentioned that the art fins are getting replaced
- Jody shared a landscaping update including the challenges during construction. He shared that recently the dead plants have been removed and the area of focus for replacement plants will include the front and entrance to the museum. Those plantings will happen this fall. The cost of replacement plants and tree is \$10,000. He also mentioned that the ongoing maintenance plan will be updated. He described that the decision about the saguaros has not yet been made. Martin asked for consideration of other options besides replacing with saguaros.
- Two new exhibits *High Flying Humor* (now open) and *On the Clock* (opening June 25) at the museum.

Member Comments

Calvenea encouraged the museum to plan something for Juneteenth next year

Jacki asked if the workgroups are supposed submit summaries to the executive subcommittees. Barbara answered yes.

Member Announcements

None.

Calendar

The next Museum Foundation Executive Subcommittee Meeting is scheduled for **Monday, August 5, 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, August 17, 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