

Museum Foundation Regular Meeting

August 19, 2024 | 5:30 p.m.

Chandler Museum, Saguaro Room
300 S. Chandler Village Dr., Chandler, AZ
or Webex 1-415-655-0001
Code 2663 902 7981 Password CMF2024



Board Members

Barbara Meyerson, Chair
Joan Clark, Vice-Chair
Rich Feely, Treasurer
Adam Turner
Albert Quihuis
Brenda Abney
Calvenea Malloy
Jacki Ryan
Joshua Askey
Martin Sepulveda
Tom Escobedo

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 Monday, August 19, 2024, 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 4 15-655-0001, access code: 2663 902 7981.

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 - August 19, 2024

Call to Order/Roll Call

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. Minutes of 6-17-2024 Chandler Museum Foundation Board Meeting
Move for Approval of Minutes of 6-17-2024 Chandler Museum Foundation Board Meeting

Action Agenda

2. Sunset the Strategic Planning Subcommittee
Motion for Approval to Sunset the Strategic Planning Subcommittee

Briefing

3. Capital Project Funding/Bond Election Discussion
4. Discussion of Museum Foundation Friends of the Chandler Museum Fundraising Initiative
5. Discussion of November 2024 Membership Event with Organic Architecture and Design Archives
6. Discussion of Next Steps Museum Foundation Marketing Plan Proposal [submitted by Idea Workgroup]
7. Museum Director's Report

Discussion

Member Comments

Member Announcements

Calendar

8. Next Executive Subcommittee Meeting will be **September 2, 2024**, at 1:00 p.m. at the Chandler Museum.

Next Museum Foundation Board Meeting will be **September 16, 2024**, at 5:30 p.m. at the Chandler Museum.

Adjourn



Museum Foundation Cultural Development Memo No.

Date: 08/19/2024
To: Museum Foundation
From: Sarah Biggerstaff, Museum Storytelling Coordinator
Subject: Minutes of 6-17-2024 Chandler Museum Foundation Board Meeting

Proposed Motion:

Move for Approval of Minutes of 6-17-2024 Chandler Museum Foundation Board Meeting

Attachments

June 17, 2024 Minutes

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



Museum Foundation Cultural Development Memo No.

Date: 08/19/2024
To: Museum Foundation
From: Sarah Biggerstaff, Museum Storytelling Coordinator
Subject: Sunset the Strategic Planning Subcommittee

Proposed Motion:

Motion for Approval to Sunset the Strategic Planning Subcommittee



Museum Foundation Cultural Development Memo No.

Date: 08/19/2024
To: Museum Foundation
From: Sarah Biggerstaff, Museum Storytelling Coordinator
Subject: Discussion of Museum Foundation Friends of the Chandler Museum Fundraising Initiative

Attachments

Discussion of Museum Foundation Friends of the Chandler Museum Fundraising Initiative



The [Chandler Museum Foundation](#) promotes the Chandler Museum by enabling and enhancing the sharing, preservation and reach of the cultural history of the City of Chandler. We do this by fundraising for exhibits, events and educational programs.

FRIENDS OF THE CHANDLER MUSEUM

Donation amount: \$50 as a one-time or annual recurring donation

Donors receive:

- A Chandler Museum sticker
- Name recognition near the museum entrance
- Monthly newsletter and list of upcoming events
- Invitations to special events

YOUR MUSEUM IS BETTER BECAUSE OF YOU!

Call to action for Chandler Museum Foundation board members: **Raise \$500 per board member by recruiting Friends of the Chandler Museum**

1. Each board member would produce a contact list of at least 20 e-mail addresses for prospective members by September 6th
2. The e-mail addresses will be contacted with a message based on the above in early-October
3. Each board member will provide a “thank you” to donors from your list that join the “Friends of the Chandler Museum”
4. Each board member will provide a follow-up message to contacts who did not provide a donation by the end-of-October
5. The contact list will be invited to our first special event whether they donated or not:
“Organic Architecture & Design” Reception and David Dodge book launch
Chandler Museum
Saturday, November 9
5:00-7:00pm