

# Museum Foundation Executive Subcommittee Regular Meeting

November 4, 2024 | 1:00 p.m.

Chandler Museum, Saguaro Room  
300 S. Chandler Village Dr., Chandler, AZ



## Board Members

Barbara Meyerson, Chair  
Joan Clark, Vice-Chair  
Rich Feely, Treasurer

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 Executive Subcommittee will hold a REGULAR MEETING open to the public on Monday, November 4, 2024, at 1:00 p.m., at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Dr., Chandler, AZ. One or more Board Members may be attending by telephone.

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 Executive Subcommittee Regular Meeting Agenda - November 4, 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. Approval of Minutes from October 7, 2024, Museum Foundation Executive Subcommittee Meeting  
Motion for Approval of Minutes from October 7, 2024, Museum Foundation Executive Subcommittee Meeting

## **Briefing**

2. Cultural Development Department Briefing
3. Friends of the Museum Membership status report
4. OA+D Event and Future Partnership Events
5. Museum Reorganization Update and Staff Roles
6. Museum Strategic Plan Update
7. Agenda Items for Next Museum Foundation Board Meetings

## **Member Comments**

## **Member Announcements**

## Calendar

8. Next Museum Foundation Board Meeting will be **Monday, November 18, 2024**, at 5:30 p.m. at the Chandler Museum.

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

## Adjourn



**Museum Foundation Executive Subcommittee      Cultural Development**

**Date:** 11/04/2024  
**To:** Museum Foundation Executive Subcommittee  
**From:** Sarah Biggerstaff, Museum Storytelling Coordinator  
**Subject:** Approval of Minutes from October 7, 2024, Museum Foundation Executive Subcommittee Meeting

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**Proposed Motion:**

Motion for Approval of Minutes from October 7, 2024, Museum Foundation Executive Subcommittee Meeting

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**Attachments**

October 7, 2024 Minuts

# Meeting Minutes

## Chandler Museum Foundation

### Executive Subcommittee

### Regular Meeting

October 7, 2024 | 1:00 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 1:01 p.m.

### Roll Call

#### Board Member Attendance

Barbara Meyerson, Chair  
Rich Feely, Treasurer

#### Staff Attendance

Kim Moyers, Director, Cultural Development  
Jody Crago, Museum Manager

### Unscheduled Public Appearances

None.

### Consent Agenda

1. June 3, 2024, Museum Foundation Executive Subcommittee Meeting Minutes
  - Rich Feely made a motion to approve the meeting minutes of the Museum Foundation Executive Subcommittee Meeting from September 3, 2024.
  - Barbara Meyerson seconded the motion. Motion carried unanimously (2-0). The minutes were approved.

### Action Item

2. Museum Foundation Spending Policy
  - Rich Feely made a motion to approve the Museum Foundation Spending Policy with the references submitted from the original document.
  - Barbara Meyerson seconded the motion. Motion carried unanimously (2-0).
3. Friends of the Chandler Museum Fundraising Ask

- Rich Feely made a motion to approve the Friends of the Chandler Museum Fundraising Ask.
  - Barbara Meyerson seconded the motion. Motion carried unanimously (2-0).
4. Rescheduling the November Museum Foundation Board Meeting
- Rich Feely made a motion to approve rescheduling the Museum Foundation Board meeting from November 18 to November 19, pending the signing of the contract for the external rental.
  - Barbara Meyerson seconded the motion. Motion carried unanimously (2-0).

## Briefing

5. Friends of the Museum Campaign Update
- The Museum received 193 different emails from the Board. Those will be added to the 748 emails that the museum already has.
  - The Friends of the Museum letter will be sent out on October 9. The invite to the OA+D event will be sent on October 15. The OA+D event will be on November 9. An email reminder will go out a couple of days prior to the event.
  - A sign with the names of people who recently became Friends will be displayed near the front desk.
6. Update on Fundraising Workgroup
- Adam Turner has agreed to lead the Workgroup. He will set-up a 3-4-person group of Board members to do preliminary work in December. In the Spring do a more formal fundraising push.
7. Update on Potential New Museum Foundation Board Candidates
- Received four applications. Barbara contacted all four and provided Jody with her notes.
8. Update on Live Binder Status
- Jody communicated the progress that is being made. The goal is to kick it off in June.
9. Cultural Development Department
- Kim Moyers provided the updated organizational chart for the Cultural Development Department.
10. Museum Manager's Report
- Night at the Museum Superhero Event will be on Saturday, November 23, 7-9 p.m.
  - Three staff members attended WMA in Tucson, and one gave a presentation.
  - Jody provided an update on an equipment failure that resulted in a water leak incident and how Museum staff dealt with the issue.

## Member Comments

None.

## Member Announcements

None.

## Calendar

11. The next Museum Foundation Regular Meeting will be held on October 21, 2024, at 5:30 p.m., at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive, in Chandler, Arizona.
12. The next Executive Subcommittee Meeting will be held on November 4, 2024, at 1:00 p.m., at the Chandler Museum, Saguaro Room, 300 S. Chandler Village Drive, in Chandler, Arizona.

## Adjourn

With no other business to discuss, the meeting was adjourned at 2:35 p.m.

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Barbara Meyerson, Chair

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Jody Crago, Staff Liaison