

# Museum Foundation

## Regular Meeting

September 2, 2025 | 5:30 p.m.

Chandler Museum, Saguaro Room  
300 S. Chandler Village Dr., Chandler, AZ  
or Webex 1-415-655-0001  
Code 2663 957 3589 Password MqS2reu3Hj3



### Board Members

Barbara Meyerson, Chair  
Richard Feely, Vice-Chair  
Gregory Herriman, Treasurer  
Joshua Askey  
Shatavia Elder  
Mary Cimaglio  
Joan Clark  
M Susan Crabtree  
Devin Moreno  
Heather Patterson  
Jacki Ryan  
Martin Sepulveda

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 Tuesday, September 2, 2025, 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 1-415-655-0001, access code: 2663 957 3589.

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 - September 2, 2025**

### **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 August 5, 2025 Chandler Museum Foundation Board Meeting  
Motion for Approval of Minutes from August 5, 2025 Chandler Museum Foundation Board Meeting

### **Action Agenda**

2. Approval of Revised Spending Policy  
Motion for Approval of Revised Spending Policy
3. Approval of Revised 2025-2026 Budget  
Motion for Approval of Revised 2025-2026 Budget

### **Discussion**

4. Museum Store Committee Representative
5. Museum Marketing Workgroup Representative
6. October 4th "Discover Your Museum" Event Update
7. Keen Strategic Planning Research
8. Basha Oral History Report

9. Board Chair's Report
10. Museum Manager's Report

## Member Comments

## Member Announcements

## Calendar

11. Calendar of Exhibitions or Events

## Adjourn



**Museum Foundation      Cultural Development    Memo No.**

**Date:** 09/02/2025  
**To:** Museum Foundation  
**From:** Rebecca Vega, Museum Adult Program Associate  
**Subject:** Minutes

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**Proposed Motion:**

Motion for Approval of Minutes from August 5, 2025 Chandler Museum Foundation Board Meeting

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**Museum Foundation      Cultural Development    Memo No.**

**Date:** 09/02/2025  
**To:** Museum Foundation  
**From:** Rebecca Vega, Museum Adult Program Associate  
**Subject:** Revised Spending Policy

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**Proposed Motion:**

Motion for Approval of Revised Spending Policy

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**Attachments**

Revised Spending Policy

# Chandler Museum Foundation Spending Policy

## I. Purpose

The spending policy defines the guidelines for how Chandler Museum Foundation (CMF) Funds can be spent to support CMF activities, while ensuring compliance with all city and regulatory requirements.

## II. Scope

The requirements stated within this policy apply to all spending undertaken by CMF as defined.

## III. References

[LIST OF APPLICABLE CHANDLER CITY AND/OR CHANDLER ARTS AND CULTURE POLICIES AND PROCEDURES – particularly those that pertain to Vendors or conflicts of interest]

[LIST OF APPLICABLE STATE AND FEDERAL REGULATIONS REGARDING CHARITABLE ORGANIZATIONS]

## IV. Terms and Definitions

**Budgeted Expenditures:** Distribution of Funds tied to approved CMF budgeted line items.

**CMF Members:** Members of the Chandler Museum Foundation board.

**Discretionary Spending:** Distribution of Funds to support the CMF mission as defined by CMF Members.

**Endowment Spending:** Distribution of Restricted Funds specified for a specific purpose. Any spending from Restricted Funds must meet all requirements of the donor as determined by the CMF Members.

**Funds:** Sources of revenue as listed as CMF budgeted line items. Funds may be restricted or unrestricted.

**Museum Staff:** Chandler Museum employees with the authority to spend CMF budgeted line items.

**Restricted Funds:** Donated funds with donor instructions on the particular purpose for which the funds can be spent.

**Supplier:** Any outside entity providing a good or service in which CMF can direct Funds.

**Unrestricted Funds:** Funds without designated restrictions for distribution. Sources of Unrestricted Funds include interest on endowments, museum store sales, space rentals and general donations.

V. Responsibilities

All CMF Members and Museum Staff that are involved in any financial expenditures or discretionary spending to any supplier must comply with this policy.

VI. Discretionary Spending Procedure

To authorize spending of Unrestricted Funds for activities **NOT** listed in the CMF budget:

- a. Draft a written statement that clearly outlines the purpose of the spending request. The request should identify what part(s) of the CMF Mission Statement are relevant to approve the expense.
- b. Submit the written statement to obtain approval from either the Executive Committee or the Finance Committee
- c. If approved, direct the Funds to the Supplier per the references listed in Section II

VII. Endowment Spending Procedure

To authorize spending of Restricted Funds:

- a. Identify the line item on the CMF budget that pertains to the endowment fund source and that Funds remain in that budgeted line item
- b. Verify with Museum Staff that the expenditure meets the requirements of the donor
- c. If the expenditure is less than \$500, direct the Funds to the Supplier per the references listed in Section III
- d. If the expenditure is more than \$500, obtain approval from either the Executive Committee or the Finance Committee prior to directing the Funds to the Supplier per the references listed in Section III

VIII. Budgeted Expenditures Procedure

To authorize spending of Funds identified in the CMF budget:

- a. Identify the line item on the CMF budget that pertains to the spending request
- b. Verify with Museum Staff that Funds remain in that budgeted line item
- c. If the expenditure is less than \$500, direct the Funds to the Supplier per the references listed in Section III
- d. If the expenditure is more than \$500, obtain approval from either the Executive Committee or the Finance Committee prior to directing the Funds to the Supplier per the references listed in Section III

IX. Supplier Documentation

Upon request, Supplier will provide written documentation including receipts for payment, adherence to applicable regulations, warranties for work provided, etc. as required to support CMF financial and compliance audits.



**Museum Foundation      Cultural Development    Memo No.**

**Date:** 09/02/2025  
**To:** Museum Foundation  
**From:** Rebecca Vega, Museum Adult Program Associate  
**Subject:** Revised Budget

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**Proposed Motion:**

Motion for Approval of Revised 2025-2026 Budget

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**Museum Foundation      Cultural Development      Memo No.**

**Date:** 09/02/2025  
**To:** Museum Foundation  
**From:** Rebecca Vega, Museum Adult Program Associate  
**Subject:** Calendar

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**Attachments**

Calendar

## 09/02/2025 Chandler Museum Foundation Board Meeting Calendar

1. Next Executive Subcommittee Meeting will be September 24, 2025, at 2:00 p.m. at the Chandler Museum.
2. Next Chandler Museum Board Meeting will be October 7, 2025, at 5:30 p.m. at the Chandler Museum.
3. Next Finance Subcommittee Meeting will be October 28, 2025, at 3:30 p.m. at the Chandler Museum.
4. Next Governance Subcommittee Meeting will be December 8, 2025, at 10:00 a.m. at the Chandler Museum.
5. Chandler Museum Foundation Event:
  - a. Discover Your Museum Friend-Raising/Fundraising Event – October 4, 2025 at 6:00 p.m.
6. Chandler Museum Exhibits:
  - a. *Gaman: Enduring Japanese American Internment at Gila River* – February 4, 2025–January 26, 2026
  - b. *Pony Up! Cowgirls of Chandler* – May 9, 2025 – Spring 2026
7. Chandler Museum Events:
  - a. C-Town: Maps – September 3 & 17, 2025 at 10:30 a.m.
  - b. Keen Consulting Public Strategic Plan Meeting – September 4, 2025 at 5:30 p.m.
  - c. Volunteer Information Session – September 6, 2025 at 10:30 a.m.
  - d. Art Tots: Creature Feature – September 10 & 24, 2025 at 10:30 a.m.
  - e. Play Day: What in the World – September 10, 2025 at 2:00 p.m.
  - f. Book Club: *Midnight in Broad Daylight* by Pamela Rotner Sakamoto – September 16, 2025 at 12:00 p.m.
  - g. *Sonoran Shapes + Structures: Desert-Inspired Architecture and Design* – September 20, 2025 – February 1, 2026
  - h. *The Newest Americans: New Citizens Reflect on What America Means to Them* – September 30, 2025 – January 18, 2026
  - i. C-Town: Neighbors – October 1 & 15, 2025 at 10:30 a.m.
  - j. History Bites: Muerte Place – October 7, 2025 at 12:00 p.m.
8. Vision Gallery Exhibits:
  - a. *So Fun! An Exploration of Maximalism* – August 23, 2025 – November 2, 2025
9. Vision Gallery Events:
  - a. Art Social: Pumpkin Luminarias – September 13, 2025 at 10:00 a.m.
10. Gallery at CCA Exhibits:

- a. *Con cariño siempre: Ariana Enriquez* – August 9, 2025 – November 8, 20253