

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MUSCATINE ART CENTER
October 20, 2022**

Present: Aarzoo Baharani, Mark Latta, Vince Lawson, David Meloy, Brian Walter, And Laurie Johnson by phone

Absent: Geri Kent, Mark Seaman, and Sara Fitzer-Huston

Staff: Melanie Alexander

Call to Order: Meeting was called to order by Latta at 5:33 PM.

Visitors: None present.

Minutes: Minutes of September 15, 2022 Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (Meloy/Walter) to approve the minutes. Motion carried.

Bills for Approval: Bills in the amount of \$12,363.78 were presented, reviewed, and discussed. Moved/seconded (Walter/Baharani) to approve the bills as presented. Motion carried.

Credit Card for Approval: Credit card bills in the amount of \$25.13 were presented, reviewed, and discussed. Moved/seconded (Meloy/Walter) to approve the bills as presented. Motion carried.

Credit Card for Approval: Credit card bills in the amount of \$351.80 were presented, reviewed, and discussed. Moved/seconded (Johnson/Lawson) to approve the bills as presented. Motion carried.

COMMITTEE REPORTS

Long-Range Planning:

Alexander will make a presentation to City Council at the In-Depth meeting on November 10, at 6:00 PM about the Institutional Plan.

The Personnel Committee will meet to update the job description for our upcoming opening for a facilities technician. Added hours were requested last year by us and public works for this position.

The Human Resources Department of the City is going to do an update of City Staff descriptions.

Finance & Budget:

Late October and early November mark the beginning of budget season for the City of Muscatine.

Collections:

There was an update on incoming gifts from an estate.

Building & Grounds:

The State Historic Preservation Office has given the go ahead for the tree removal in the Japanese Garden Rehabilitation. Aunt Rhodies has provided an updated planting plan that will be reviewed with Heidi Hohmann during on site visit in early November. The booklet, "The Making of a Japanese Garden in Iowa," is now available for sale at \$8.00 per booklet. Humanities Iowa funded Beth Cody's research for the booklet project, and the final grant report has been submitted to Humanities Iowa.

Community Engagement:

Elephant and Piggie in WE ARE ART! (A Mo Willem’s Exhibition) opens on November 3rd with a Family Day on November 5th. The exhibition is in the building now waiting to be unpacked when the two current exhibitions are taken down. It is on view through February 5, 2023.

The radio show, “Encore for Murder,” attracted an audience of approximately 250 people on Saturday, September 17th. Event raised money for Friends of the Muscatine Art Center and created some buzz around the organization. The grant report for the tourism grant through the Muscatine Chamber of Commerce and Industry has been submitted.

The Muscatine Art Center will be one destination for the hop-on, hop-off bus on October 22nd for passengers on the American Queen. Guided tours of the house will be offered, and Katy Loos is serving as the lead staff member on October 22nd.

The October – November – December newsletter has been distributed. The program schedule is heavy in October and the first half of November. Upcoming event highlights include the October 20th performances of Quad Cities Ballet Folklorico and Los Cometas Mariachi (note: occurs at the same time as the October board meeting.), the October 27th performance of LADAMA, and the Muscatine Art Week Activities with the Elephant and Piggie Family Day on November 5th, National STEAM Day at West Hill Cakery on November 8th, and a presentation on Iowa artist John Bloom on November 10th

Fall brings the return of programming for several groups such as homeschool and Parents as Teachers. Both of these groups have monthly activities at the Muscatine Art Center. Several community events are also held in the fall including Muscatine’s Trunk or Treat.

Personnel:

Alexander is going to City Supervisor training sessions. The focus is on employee communication and feedback.

Our facilities technician is leaving the middle of December. There will be an opening posted by the City early in November.

There will be a holiday gathering of Staff and Board on December 12.

Director’s Report: In Packet

Unfinished Business:

New Business:

Next Board meeting – November 17, 2022 at 5:30 p.m.

Adjourn:

Moved/seconded (Lawson/Meloy) to adjourn. Motion carried and the meeting adjourned.

Respectfully submitted,
Aarzo Baharani
Acting Secretary