

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MUSCATINE ART CENTER
November 17, 2022**

Present: Aarzoo Baharani, Mark Latta, David Meloy, Brian Walter, Sara Fitzer-Huston, 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 October 20, 2022 Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (Baharani/Walter) to approve the minutes. Motion carried.

Bills for Approval: Bills in the amount of \$1,888.84 were presented, reviewed, and discussed. Moved/seconded (Meloy/Fitzer-Huston) to approve the bills as presented. Motion carried.

Credit Card for Approval: Credit card bills in the amount of \$210.63 were presented, reviewed, and discussed. Moved/seconded (Walter/Fitzer-Huston) to approve the bills as presented. Motion carried.

Credit Card for Approval: Credit card bills in the amount of \$70.22 were presented, reviewed, and discussed. Moved/seconded (Fitzer-Huston/Meloy) to approve the bills as presented. Motion carried.

COMMITTEE REPORTS

Long-Range Planning:

Alexander presented to City Council at the In-Depth meeting on November 10th. The presentation highlighted operations, funding sources, about the new Institutional Plan. Arrangements are being made for Council members to take a behind-the-scenes tour.

As of November 17th, the American Alliance of Museums has not informed the staff of the reaccreditation status. Alexander will share the news with members of the board once she is notified.

Finance & Budget:

The need for a Marketing and Communications Manager will be addressed in the annual budget request. Budget materials are due on December 12th. Alexander will meet with the City Administrator and Finance Director in the second half of December to discuss the budget documents. Alexander will present the budget to City Council on Saturday, January 28th. Members of the Board of Trustees are encouraged to attend.

The Board of Trustees set a Financial Review session for January 19th at 4:45 p.m. All board members are invited to attend, but those who have not yet participated in this overview are especially encouraged to be attend the session.

Collections:

No news to report.

Building & Grounds:

Aunt Rhodies provided an updated planting plan. The plan was shared with the Board of Trustees. Consultant Heidi Hohmann will need to provide feedback before the plan is submitted to the State Historic Preservation Office and the National Park Service. A date has not yet been set for tree removal, but this work is expected to take place over the winter.

Community Engagement:

Using funds from a grant from the Mary Jo and Richard Stanley Human Conditions Fund, the staff lined up a series of performances in 2022: Eulenspiegel Puppet Theater, Guitarist Francis Verba, Soten Taiko Drumming, Quad Cities Ballet Folklorico, Los Cometas Mariachi, and LADAMA. Public response has been very positive, and there is a demand for future concerts and performances.

The Muscatine Art Center was one destination for the hop-on, hop-off bus on October 22nd for passengers on the American Queen. Guided tours of the house were offered. Thanks to Brian Walter and Mark Latta for helping!

Elephant and Piggie in WE ARE ART! (A Mo Willem's Exhibition) opened on November 3rd, and all Muscatine kindergarten and first grade classes are scheduled to visit.

Personnel:

Our facilities technician is leaving the middle of December. Applications are due on November 16th.

There will be a holiday gathering of Staff and Board on December 12 at the home of Mark and Marie Latta.

Bob Jensen will rotate off of the Support Foundation Advisory Committee, and potential candidates to fill the position were discussed.

Director's Report: In Packet

Unfinished Business:**New Business:**

Next Board meeting – December 15, 2022 at 5:30 p.m.

Adjourn:

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

Respectfully submitted,
Sara Fitzer-Huston
Secretary