

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MUSCATINE ART CENTER
June 13, 2023**

Present: Mark Latta, Brian Walter, Sara Fitzer-Huston, David Meloy, Geri Kent, Vince Lawson, and Mark Seaman.

Absent: Aarzoo Baharani and Laurie Johnson.

Staff: Melanie Alexander

Call to Order: The meeting was called to order by Latta at 12:00 PM.

Visitors: None present.

Minutes: Minutes of the May 18, 2023, Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (Kent/Walter) to approve the minutes. Motion carried.

Bills for Approval: Bills in the amount of \$2,697.19 were presented, reviewed, and discussed. Moved/seconded (Meloy/Seaman) to approve the bills as presented. Motion carried.

Credit Card for Approval: Credit card bills in the amount of \$7.50 were presented, reviewed, and discussed. Moved/seconded (Lawson/Walter) to approve the bills as presented. Motion carried.

COMMITTEE REPORTS

Long-Range Planning:

Alexander began the RFP process by drafting an RFP and the Executive Committee has reviewed it. The deadline for submission is July 28, 2023. Comments from the full board are to be emailed to Alexander as soon as possible. She will then edit and proceed to release the RFP.

Finance & Budget:

Alexander submitted two grants to the Community Foundation of Greater Muscatine. One is to help pay for the proposal. The second is from the Friends of the Muscatine Art Center to cover the Program Coordinator hours with children and families.

Collections:

Two pieces of art have returned from Ohio. Other pieces were viewed for possible cleaning and repair. Seven additional pieces are being cleaned.

Building & Grounds:

Midwest Alarm Systems is wrapping up the security system.

The plumbing is all back to normal upstairs.

The Japanese Garden work is moving along. The water is running and they are looking for any leaks. The project is going well and the hardscape should be done by early July. It must all be completed by September 30th.

A bequest from Barbara Woodstra is funding the replacement of 5 benches used in the Stanley Gallery. The current benches date to the Stanley Gallery's 1976 opening. The new benches will be purchased from HON.

Community Engagement:

The Annual Ice Cream Social will be held on Sunday, June 25th. Staff is looking for volunteers to help throughout the day as well as donors to contribute towards the purchase of pies. Ice cream is provided by Kent Corporation, and SSAB contributed as a sponsor Set-up will begin at 10:00 am and clean-up will be from 4-5 pm.

July will bring the return of the American Queen to Muscatine. The Muscatine Art Center will welcome visitors from the boat on Sundays, July 16th, July 30th, and September 10th. Program Coordinator Katy Loos will be the lead staff member on those Sunday mornings.

Staff is currently finalizing programs and classes for July through September and writing the text for the July, August, and September newsletter.

Personnel:

The City Council will vote to appoint new/renewing board and commission members during the June 15th meeting. Once voted on by Council, Melanie Alexander will set up a time to meet with the incoming members and will provide each with an updated board binder.

Melanie Alexander will be out of the office from July 1 through July 23rd.

The incoming Board officers recommended:

Mark Latta – President
Brian Walter – Vice President
Mark Seaman – Treasurer
Aarzoo Baharani - Secretary

Director's Report: In Packet

Unfinished Business:

New Business:

Next Board meeting – July 20, 2023, at 5:30 p.m.

Adjourn:

Moved/seconded by (Seaman/Lawson) to adjourn. The motion carried and the meeting adjourned at 1:00 PM.

Respectfully submitted,

Sara Fitzer-Huston
Secretary