

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MUSCATINE ART CENTER**

January 18, 2023

Present: Mark Latta, Brian Walter, Ann McCarthy, David Meloy, Aarzoo Baharani and Vince Lawson

Absent: Mark Seaman, Kathleen Haltmeyer, Geri Kent

Staff: Melanie Alexander

Call to Order: The meeting was called to order by Latta at 5:30.

Visitors: None present.

Minutes: Minutes of the December 21, 2023, Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (McCarthy/Meloy) to approve the minutes. Motion carried.

Bills for Approval: Bills in the amount of \$15,178.35 were presented, reviewed, and discussed. Moved/seconded (Walter/McCarthy) to approve the bills as presented. Motion carried.

Credit Card for Approval: A credit card in the amount of \$39.99 was presented, reviewed, and discussed. Moved/seconded (Walter/Lawson) to approve the bills as presented. Motion carried.

COMMITTEE REPORTS

Long-Range Planning:

A preliminary floorplan for the middle floor of Stanley Gallery from Midwest Storage Solutions was shared. They are creating the plan for visible storage using products from SpaceSaver. This plan is needed before Lord Cultural Resources can complete their interim report. Board Members discussed the preliminary plan in detail. Lord has not commented on the plan at this time.

Finance & Budget:

The City of Muscatine has adjusted the schedule for all budget presentations / discussions. The Muscatine Art Center's budget presentation has been changed to Saturday, February 3 at approximately 1 p.m. Members of the Board of Trustees are encouraged to attend the session in Council Chambers.

The Support Foundation Advisory Committee will hold its annual meeting on February 22nd. The group will review expenditures and income in 2023, hear from leadership with the Community Foundation of Greater Muscatine where the funds are held, and approve the budget for 2024.

Friends of the Muscatine Art Center received a grant from Muscatine Charities in the amount of \$8,000 with \$6,000 going towards the Japanese Garden endowment and \$2,000 towards a paid summer internship.

In 2017, the Muscatine Art Center received a bequest from Juanita Cory which the board restricted for improvements to the Japanese Garden. One part of the bequest was received by the Muscatine Art Center Support Foundation while another was received by the Muscatine Art Center and deposited into the General Trust. The portion of the bequest at the Support Foundation will be used to establish the Japanese Garden Endowment Fund under the umbrella of the Friends of the Muscatine Art Center. The bequest held within the General Trust, in the amount of \$28,067.82, was discussed, and it was recommended that the funds be re-directed towards the development of an architectural concept plan for the building addition.

Baharani made a motion to re-direct the bequest held within the General Trust for the purpose of proceeding with the next phase of the building addition plan. McCarthy Seconded. Motion carried.

Collections: No Report

Building & Grounds:

The last payment from the federal grant for the Japanese Garden was received by the City.

Aunt Rhodies will speak at the Art of Gardening at Muscatine Community College in March. Alexander will join the presentation.

There have been requests to use the Japanese Garden this coming year. The board supported a hiatus on rentals of the garden until May of 2025. A one-year period is needed to ensure firm establishments of new plantings and sod and proper function of the water feature, observe / document seasonal changes in the garden, study the staffing need to accommodate rentals, update policies / fees for renting the Japanese Garden. The Building and Grounds committee will address the changes and/or additions to the facility rental policy before May of 2025.

Community Engagement:

The Muscatine County Arts Council will present the 30th annual Eagles and Ivories weekend. Public performances will be held at the Muscatine Art Center on January 20th and 21st.

Alexander will give the Rotary presentation on January 29th. The focus is on the installation of the sculpture Zenith in the roundabout.

Personnel:

The job description for the summer intern position has been posted on the Iowa Museum Association's website.

Alexander and Loos plan to attend the American Alliance of Museums Conference in Baltimore, Maryland in May. Alexander is seeking vendors for and sessions on building additions, re-branding, and compact storage while Loos is preparing to switch roles from Program Coordinator to Curator/Registrar when Virginia Cooper retires in 2025.

Walter made a motion to approve travel for Alexander and Loos to the American Alliance of Museums Conference in Baltimore, Maryland in May. Seconded by Meloy. Motion carried.

Director's Report: In Packet

Unfinished Business:

New Business:

Next Board meeting – February 15, at 5:30 PM.

Adjourn:

Moved/seconded by (Walter/Baharani) to adjourn. The motion carried and the meeting adjourned at 6:12 P.M.

Respectfully submitted,

Aarzo Baharani
Secretary, Muscatine Art Center Board of Trustees