

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

August 15, 2024

Present: Mark Latta, Sara Fitzer-Huston by phone, David Meloy, Aarzo Baharani, and Vince Lawson

Absent: Mark Seaman, Kathleen Haltmeyer, Ann McCarthy, and Geri Kent

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 August 15, 2024, Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (McCarthy/Haltmeyer) to approve the minutes as corrected. Motion carried.

Bills for Approval: Bills in the amount of \$3,030.47 were presented, reviewed, and discussed. Moved/seconded (Baharani/Meloy) to approve the bills as presented. Motion carried.

Credit Card for Approval: Credit Card bills in the amount of \$21.40 were presented, reviewed, and discussed. Moved/seconded (Meloy/Lawson) to approve the bills as presented. Motion carried.

COMMITTEE REPORTS

The Board of Trustees gave notice of the second reading of the proposed amendment to the Muscatine Art Center By-Laws to adjust the time of the meeting to noon on the third Thursday of each month.

Long-Range Planning:

A presentation is to be made by Alexander to the City Council on the Lord report. It will be made during the September in-depth session. The report has been shared with City Staff. The presentation will also be shared with the Board. A formal RFQ will be done after the presentation to Council.

The Executive Committee will set a date to discuss the RFQ for the architect.

Finance & Budget:

Three grant applications were submitted for the Art Center, Friends, and Public Art. All were denied

The formal application to the Roy J. Carver Charitable Trust to fund the collection management project will be sent in October.

Collections: Nothing to report.

Building & Grounds: No report

Community Engagement

The remaining American Cruise Lines visits are scheduled for August 17th and 31st, September 14th and 16th, and October 1st. There have been fewer visitors on the boats. We still get paid a flat fee.

Staff is beginning to work on the next issue of the newsletter. In addition to covering the Muscatine History Revisited exhibition, details will be shared about the Ornament Competition and other holiday events. Plans are also underway to partner with local cultural groups to highlight the importance of the groups and their various projects and services to the community. A luncheon is planned at the Merrill Hotel on November 15th. More information will be shared at the board meeting and after the groups meet on August 21st.

The Muscatine History exhibition will need temporary walls. Muscatine High School members are building the walls and will bring them here and paint them.

Personnel:

The Custodial job had 85 applicants. Interviews will begin soon. In the short-term, one of the parttime employees who works Thursday evenings and weekends is cleaning two-times each week. This arrangement will continue into September until the new custodian is selected and begins works.

A motion was made to approve the travel authorization for Alexander and Loos to attend the Iowa Museum Association Conference by Baharani. Motion was seconded by Fitzer-Huston. Motion carried.

Director's Report: In Packet

Unfinished Business:

New Business:

Next Board meeting – August 15, 2024 at 12:00 P.M.

Adjourn:

Moved/seconded by (Lawson/Baharani) to adjourn at 12:50 P.M. The motion carried and the meeting adjourned.

Respectfully submitted,

Aarzo Baharani
Secretary
Muscatine Art Center Board of Trustees