

**REGULAR MEETING OF THE BOARD OF TRUSTEES
MUSCATINE ART CENTER
October 21, 2025**

Present: David Meloy, Mark Post, Diana Tank, Kathleen Haltmeyer, Laurie Johnson, and Vince Lawson.

Absent: Mark Seaman and Rebecca Schmertman

Staff: Melanie Alexander

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

Minutes: Minutes of the September 18, 2025, Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (Tank/Haltmeyer) to approve the minutes as amended. Motion carried.

Bills for Approval: Bills in the amount of \$4,489.41 were presented, reviewed, and discussed. Moved/seconded (Haltmeyer/Lawson) to approve the bills as presented. Motion carried.

Credit Card for Approval: Bills in the amount of \$50.00 were presented, reviewed, and discussed. Moved/seconded (Johnson/Tank) to approve the bills as presented. Motion carried.

COMMITTEE REPORTS

Long-Range Planning:

Staffing was discussed. A marketing person would be a valuable addition but it is unlikely due to the City budget.

There will be an Executive Committee meeting to discuss and make a decision on two firms – Eden+ and de Novo Marketing.

The Board will discuss updating or amending bylaws at a later date.

Finance & Budget:

The board meeting date has been changed to the third Tuesday of the month to follow the newly adopted schedule for City Council meetings.

A new Finance Director has been hired to replace Nancy Lueck. With a relatively new City Administrator there may be changes in the budget process.

Collections:

Minutes from the Collections Committee meeting were distributed. The Collections Committee will meet again to finalize the list for possible deaccessions. The list will be need to be reviewed by the full board and voted upon, likely at the November 18, 2025 meeting. The Collections Committee also discussed tiering the collection. The visit to the State Historical Society of Iowa's research center in Iowa City enabled staff and a board member to see their holdings of Musser business and family records.

The staff continues to work with the web development firm to bring the collection online. Staff will write and submit the final grant report to the Roy J. Carver Charitable Trust Grant.

Building & Grounds:

The Building and Grounds Committee met on October 10th and minutes were shared with the board. The committee discussed facility usages. A draft document was presented and will be further refined. After the core document is updated, a proposal for other rental options will be developed in the coming months.

The Muscatine Symphony Orchestra is requesting use of the Stanley Gallery (both floors) on Saturday, February 14th for their Delicious Combinations Dinner. The event would take place after hours but set up would occur in the morning and afternoon. A motion was made by Johnson to approve the use by the Muscatine Symphony for their fundraiser with a \$500.00 donation. Haltmeyer seconded and motion carried.

Community Engagement:

The Heartfelt & Handmade Ornament Competition / Family Festival / Market is returning this year. Handmade ornaments are being accepted through November 1st and will be on view starting November 7th. The ornaments will first be available for purchase on December 6th as part of the Family Festival and Market sponsored by SSAB and HNI Corporation.

Decorating the historic house will begin on November 3rd. Volunteers can assist with decorating the large tree in the parlor.

Staff is in the middle of fourth grade fieldtrips to the Midwest Icons exhibition with all six elementary schools visiting in October. The last boat of the season is on Tuesday, October 14th. Other activities include hosting Kiwanis, Flickinger Learning Center, Newcomers, Leadership Muscatine, staff from Musser Public Library, Colonial Dames. In addition, staff will give a quick overview to City Council on November 4th and give a "Personal Welcome" to Merrill Hotel guests on November 13th. For events, the Mad Creek Mudcats performed for about 25 guests on October 12th and the Day of the Dead event on November 1st is expected to draw a crowd.

Personnel:

Two applicants have responded to the opening on the Muscatine Art Center Board of Trustees.

Director's Report: In Packet

Unfinished Business:

New Business:

Next Board meeting – November 18, 2025 at 12:00 P.M.

Adjourn:

Moved/seconded by (Haltmeyer/Post) to adjourn. The motion carried and the meeting adjourned.

Respectfully submitted,

Vince Lawson
Secretary
Muscatine Art Center Board of Trustees