

Regular Meeting of the Board of Trustees

Muscatine Art Center

Tuesday, July 21, 2026

Present: Mark Seaman, Kathy Haltmeyer, Vince Lawson, Diana Tank, Rebecca Schmertman, Pat Carver, Mark Butterworth, David Meloy (phone).

Absent: Mark Post

Visitor: Kristine Conlon

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

Minutes: Minutes of the Regular Meeting of the Board of Trustees held on June 16, 2026, and the Special Meeting of the Board of Trustees held on July 10, 2026, were reviewed. Moved/seconded (Mark Butterworth/Kathy Haltmeyer) to approve the minutes. Motion carried by voice vote.

Bills for Approval: Bills for \$18,902.32 were reviewed. Fine Arts premium of \$16,500 accounted for largest portion of expenditures. Moved/seconded (Diana Tank/Kathy Haltmeyer) to approve. Motion carried by voice vote.

Credit Cards for Approval: Credit card bill of \$49.34 was reviewed. Moved/seconded (Kathy Haltmeyer/Becky Schmertman) to approve. Motion carried by voice vote.

Committee Reports: Documents of the City of Muscatine Code of Ethics and the Muscatine Art Center Code of Ethics were distributed to all Board members for reading and signing.

Long-Range Planning: Mark Seaman reported Barb Christensen, Administrative Support Consultant, has completed her report on Art Center operation and budgeting. Copies have been distributed to all Board members. General agreement to wait until the new Director, Kelly Lao, has started and would be available to participate before discussing and acting on any off the observations and recommendations in Barb's report.

Finance & Budget: Lynn reported Iowa Arts Council (CLP) reimbursement has been turned in and the final report is due beginning of August. Also stated that the CLP grant might not be available due to cuts in state funding for 2027-2028 financial period.

Collections: Copies of the Muscatine Art Center Collections Management Policy were distributed to Board members for study with intent to update and make changes if needed.

Building & Grounds: Lynn reported that workers from Buildings and Grounds have completed the removal of dead and dying trees which were mostly located along the entrance drive from Cedar Street. Cost of tree removal was under taken by the Buildings and Grounds department. Replanting trees will probably be done by Buildings and Grounds.

Lynn reported Buildings and Grounds were looking at the exterior wood sash windows of the historic house and were getting estimates on repairing and painting them. Exterior wood would also be painted.

Vince Lawson gave a status report on applying Bird Divert to linkage windows to prevent birds from flying into them. Annette Hovland has agreed to arrange purchase and application of Bird Divert to windows after Stan O'Brien (B&G) gives his approval.

Personnel: Mark Seaman presented a proposal for 2026-2027 committee assignments which were briefly discussed and a few minor changes made. It was suggested that Board committees might also include non-Board members for their expertise and influence in certain areas.

Kelly Lao has agreed to be Director of Muscatine Art Center starting August 3. Kathleen Haltmeyer will be arranging a welcome breakfast for Kelly on Tuesday, August 4, 9:00 am at the Art Center. There was also discussion about having a public introduction event for Kelly at the Art Center. One possibility, if possible, would be the Muscatine Chamber's Business After Hours event.

Community Engagement: Lynn reported that the Ice Cream Social held on June 28 was a success with an estimated 950 visitors. She also stated the July – September, 2026, newsletter had been published and distributed. Annette Hovland has been very busy with SPARK programs held at the Muscatine Art Center and in schools.

Monthly Report: in packet

New Business: Next Board meeting – August 18, 2026 at Noon

Adjourn: Moved/seconded (Butterworth/Schmertman) to adjourn. Motion carried.

Vince Lawson
Secretary