

Rahr-West Art Museum
Board of Director Minutes

November 20, 2019

Present: Carrie Estrella, Amy Gehrig, Candice Giesen, Phil Hoff, Lori Kirby, Erin LaBonte, Steve Prosenyak, Dolly Stokes, Greg Vadney (via telephone), Amy Fricke-Weigel, HaLeigh Zipperer

Absent: Diana Bolander, Lori Kirby, Jeremiah Novak

1. Call to Order

The meeting was called to order by President Prosenyak at 12:05pm.

2. Public Input

None

3. Minutes- Steven Prosenyak

Motion was made by LaBonte, seconded by Gehrig, and unanimously approved by the board to accept the October minutes as written.

4. Review of Financial Accounts

No questions

5. President Report-Steven Prosenyak

a. Education Committee—Hoff

Met in November, no education staff was present for an update. SPARK! is potentially interested in holding a conference in Manitowoc, however no staff time would be compensated. The 2020 Art of Conversation was also discussed; six speakers are lined up for 2020. They also discussed the potential elevator project.

b. Membership/Marketing Committee—Fricke Weigel.

Committee met November 11 and reviewed and revised membership level. The proposed levels were distributed to those in attendance at the Board meeting for review and vote. Ron Stokes print for those at the Advocate level and above are printed and ready to be distributed.

A motion to approve the membership levels as presented was made by Stokes, seconded by Giesen, and unanimously approved.

c. Buildings & Grounds Committee—Did not meet.

d. Public Arts Committee—LaBonte

Committee did meet. Some members went to council budget meetings as advocates for public arts. They continue to work with the city on public arts project. The next step is to determine where to focus their energies. The Art Forward articles continue to go well.

e. Development Committee--Prosenyak

Met November 19 and reviewed booklet for potential sponsors. They also looked at ideas for potential sculptures and are in the process of looking at potential graphic designers for sculptures. They also discussed the potential elevator project.

f. Updated Rental Policy

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A draft of the rental policy and waiver of fees was distributed and discussed. It was noted that each request would be reviewed on a case by case basis. It was noted that a timeline needs to be included to allow adequate time for review. It was determined that it may be more appropriate to review these requests at committee level, rather than Board level, once the policy is passed by the Board, requests will be reviewed by the Buildings and Grounds Committee. The policy will be revised and brought back to the Board for potential vote at the December meeting.

g. Collections Policy

The revised Collections Policy was distributed at the October meeting. Some language was changed so that it exactly matches the Code of Ethics.

A motion to approve the Collections Policy was made by Fricke-Weigel, seconded by Hoff, and unanimously approved.

h. Greg Vadney's Annual Evaluation—Proszenyak

A closed session meeting will be held immediately following the January 2020 Board meeting to discuss Vadney's annual evaluation. President Proszenyak will work with the city's HR department on this process and will send the necessary spreadsheets to Board members prior to the December Board meeting.

6. Director Report--Vadney

There was a report out of upcoming events, including the Holiday Parade Santa Reception, the Member's Holiday Party, and the upcoming Hmong Heritage exhibition.

There was discussion regarding the potential elevator project. This would be a state funded project, not a grant, and would include a build out of the existing fire escape. At this time it is unclear if the state funding would cover the entire project or only a portion.

The AAM Reaccreditation team was at the museum November 12 & 13. It was a challenging week due to travel issues, staff illness, and Christmas in the Mansion set up. One of the main takeaways was that the strategic plan must be updated in 2020. The plan must be comprehensive and include any potential large projects. The team will send their recommendations to AAM, who will meet in February 2020 to make a determination. Results should be available in March.

A new security guard, Brenner Bradley, was hired and started at the beginning of November. Tyler Alexander, although has accepted a different position, continues to work at the museum on an as needed basis.

Strategic planning will be held in 2020. A date for the strategic planning session will be determined in the near future and will be communicated to the Board. Museum staff, Board Members, city employees and select citizens will be invited to participate. An outside facilitator will be brought in for this.

7. Rahr-West Friends Committee Report—Gehrig

The Art of Conversation speaker for the Hmong Heritage exhibit was cancelled and rescheduled for spring 2020.

One complaint by attendees of the Art of Conversation is the difficulty of being able to see what the presenter is doing. The Friends would like to know what options would be available to make

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it easier for everyone to see. Franz mentioned that we can hook the video camera up to the projector, which can then project onto a screen.

8. Foundation Report—Fricke-Weigel

Annual appeal letters were mailed. Financial accounts are doing well.

9. Collection Report

No report

10. Old Business

None

11. Adjourn

A motion was made by Gehrig, seconded by Estrella, and unanimously approved by the board to adjourn at 12:45 pm.

Submitted by Melissa Franz, Administrative Support Specialist