

**Minutes of the Regular Meeting of the
Carlsbad Museum & Art Center Advisory Board
October 19, 2016 at 1:30 PM**

Voting Members Present:

David Prell	President
Sam Denman	Vice President
George MacDonell	Member
Gerri Mattson	Member
Margaret McClure	Member
Larry Pardue	Member
Steve West	Member

Voting Members Absent:

Duane Pearson	Member
LaVern Shan	Member

Ex-Officio Members Present:

Ex-Officio Members Absent:

Mayor Dale Janway	
Steve McCutcheon	City Administrator
Patsy Jackson-Christopher	Director of Arts & Culture

Others Present:

Dave Morgan	Museum Director
Michele Robertson	Museum Attendant
Khushroo Ghadiali	Board Member Candidate

1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Roll call was taken by Michele Robertson. It was determined that a quorum was present.

2. APPROVAL OF THE AGENDA OF October 19, 2016

The motion was made by Steve West and seconded by Margaret McClure to approve the agenda of the October 19th meeting, as amended. The vote was as follows:

Yes – David Prell, George MacDonell, Gerri Mattson, Margaret McClure, Sam Denman, Steve West, Larry Pardue

No – None

Absent – Duane Pearson, LaVern Shan

3. APPROVAL OF MINUTES OF THE September 21, 2016 REGULAR MEETING

The motion was made by Larry Pardue and seconded by George MacDonell to approve the minutes of the September 21st, 2016 meeting. The vote was as follows:

Yes – David Prell, George MacDonell, Gerri Mattson, Margaret McClure, Sam Denman, Steve West, Larry Pardue

No – None

Absent – Duane Pearson, LaVern Shan

4. APPROVAL OF FINANCIAL REPORT

A review of the quarterly statement from the Carlsbad Community Foundation is in the agenda packet. The Amigos demand fund is slowly being built back up through memberships and donations. The museum is right on target for this point in the FY in spending the general operating budget. The motion was made by Gerri Mattson and seconded by George MacDonell to approve the financial report. The vote was as follows:

Yes – David Prell, George MacDonell, Gerri Mattson, Margaret McClure, Sam Denman, Steve West, Larry Pardue

No – None

Absent – Duane Pearson, LaVern Shan

5. APPROVAL OF DIRECTOR'S REPORT

September 23rd was Laurie Esquibel's last day, the museum has been without an on call Attendant since then and has not been allowed to replace her yet. The noisy electrical transformer was replaced on Oct. 12th, it is nice and quiet up at the front of the museum now. The Arts & Cultural Development Council met in the Annex on September 24th. The National Parks Service centennial exhibit came down on September 26th, it came down quickly and the gallery was cleaned up and ready for the quilt exhibit install on Oct. 3rd. This is the first year using the track lighting for the quilt exhibit, we are doing some experimenting and will make some layout changes next year. Dave met with Donna Birchell, she is helping with text content for the Little Old Carlsbad layout. On Oct. 7th, staff went to Hobbs for the regional NMAM meeting at the Western Heritage Museum. While there participants were able to tour the Titanic exhibit, it is great exhibit worth the trip. The Executive Director there has offered to cover cost of transportation and entry into the exhibit if a board member wants to put together a trip for a bus load of people.

A new roof membrane has been put on the roof, recent rains increased the amount of leaks in the building. The AC unit above the anthropology room was also recently serviced with a new capacitor and motor. The gate for the side wall is still under construction. There will be a new sculpture coming to the Halagueno Arts Park in the next few days. Phase three of the Halagueno Arts Park should begin in December or after the first of the year. The Potash Museum committee held a community meeting which went very well.

The museum has three somewhat urgent priorities that need to be addressed. They are 1 a storage facility for new and oversize acquisitions; 2 a new HVAC system; and 3 additional staff. Currently the museum could use the boards help with volunteering to help cover the front desk. For safety reasons the museum should have two people scheduled at all times, but that is not always possible with current staffing levels. The anticipated opening date of the gift shop is Nov. 18th during the Art Walk and opening reception for *Chicanitas*. The Art Walk goes from 4-6 pm and we will have local authors on hand for book signings. The reception for *Chicanitas* will be from 6-8 pm. On December 2nd, the museum will be sponsoring a table at the Chamber's Winter Wine Festival to promote the museum.

The board decided to present a gift to Carolyn Olson during the opening reception on the 18th of November. The annual Round Robin for 4th graders will be Nov. 8th and 9th. There are several artists participating in this popular event. Collections Curator Edward VanScotter received a scholarship to attend the annual New Mexico Association of Museums conference in Santa Fe.

The motion was made by Steve West and seconded by Sam Denman to approve the Director's Report of the October 19th meeting. The vote was as follows:

Yes – David Prell, George MacDonell, Gerri Mattson, Margaret McClure, Sam Denman, Steve West, Larry Pardue

No – None

Absent – Duane Pearson, LaVern Shan

6. CONSIDER APPROVAL TO RECOMMEND REPLACEMENT FOR MIKE CLEARY

David Prell recommended Khushroo (Khush) Ghadiali. Khushroo accepted the nomination. The vote was as follows.

Yes – David Prell, George MacDonell, Gerri Mattson, Margaret McClure, Sam Denman, Steve West, Larry Pardue

No – None

Absent – Duane Pearson, LaVern Shan

7. CONSIDER APPROVAL TO RECOMMEND REPLACEMENT FOR CAROLYN OLSON

No recommendation was made. George MacDonell announced his last meeting would be in November. No action was taken and item tabled.

8. DISCUSS CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES

Exhibit – October 3rd – 29th, Zia Quilting & Stitchery Guild annual quilt show

Event – November 7th, Creative Carlsbad membership meeting

Exhibit – Nov 16 – Jan 17, *Chicanitas* small works from the collection of Cheech Marin

Event – Nov 18th, Art Walk, book signing and open house 4-6 pm

Event – Nov 18th, opening reception for *Chicanitas*

Event – Nov 29th, Carlsbad Wind Symphony Christmas Concert

Event – December 2nd, Carlsbad Wine Fest, sponsorship table

Exhibit – February 2017, R. Ferrer, Cuban photographer (tbd)

Exhibit – March 2017, Carlsbad Area Artists Association annual show

Exhibit – April 2017, Carlsbad Municipal Schools annual student art show

Exhibit – May 2017 – Sept 2017 tbd

9. ADJOURN

The motion was made at 3:06 pm by Gerri Mattson and seconded by George MacDonell to adjourn.

The vote was as follows:

Yes – David Prell, George MacDonell, Gerri Mattson, Margaret McClure, Sam Denman, Steve West, Larry Pardue

No – None

Absent – Duane Pearson, LaVern Shan

David Prell, President

Date