

**Minutes of the Regular Meeting of the
Carlsbad Museum Advisory Board
held in the Carlsbad Museum & Art Center
On December 20, 2017 at 1:30 PM**

Voting Members Present:

David Prell	President
Khushroo Ghadiali	Member
Margaret McClure	Member
Steve West	Member
Larry Pardue	Member
Duane Pearson	Member
Tom Bemis	Member
KC Sparks	Member
Karen O'Neal	Member

Voting Members Absent:

LaVern Shan	Member
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Ex-Officio Members Present:

Patsy Jackson-Christopher	Director of Arts & Culture
John Lowe	Director of Community Development

Ex-Officio Members Absent:

Dale Janway	Mayor
Steve McCutcheon	City Administrator

Others Present:

Dave Morgan	Museum Director
Edward VanScotter	Assistant Director

1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Roll call was taken by Edward VanScotter. It was determined that a quorum was present.

2. APPROVAL OF THE AGENDA OF December 20, 2017

The motion was made by Khushroo Ghadiali and seconded by Steve West to approve the agenda of the September 20 meeting.

The vote was as follows:

Yes – David Prell, Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Duane Pearson, Tom Bemis, KC Sparks, Karen O'Neal

No – None

Absent – LaVern Shan

3. APPROVAL OF MINUTES OF THE September 20, 2017 REGULAR MEETING

The motion was made by Steve West and seconded by Duane Pearson to approve the minutes of the September 20, 2017 meeting.

The vote was as follows:

Yes – David Prell, Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Duane Pearson, Tom Bemis, KC Sparks, Karen O’Neal

No – None

Absent – Lavern Shan

4. APPROVAL OF FINANCIAL REPORT

The latest foundation figures were shared with the board. There has been little activity in these accounts save for small increases. The museum’s operating budget is on track for this point in the fiscal year. The museum will look to increase spendin in the New Year before the cut-off date for writing POs sometime in spring. Roughly \$41,000 has been spent on various hall of fame expenses; this amount comes out of the general operating fund under the exhibit expenses line. The board wanted to know what was happening next with the hall of fame. Dave indicated that the mayor will give the museum a new list of inductees and then will start working on building their exhibits. The museum has also been working on fixing and making small changes to the hall of fame exhibits that are already up – the text panels are being increased in size and font after some complaints that they are hard to read. The board inquired about how many more inductees will be named in the next round, with Dave answering probably about 15. There are talks of building more cases in the middle of the gallery. David Prell asked about the terms of the artifacts in the hall of fame exhibit. Dave answered that it is a combination of loans and donations, with the loans being on 1-year terms, after which they can be renewed. Prell suggested that the Medal of Honor in Alejandro Ruiz’s case can be replicated as Medal of Honors are irreplaceable and bring in a good amount of money on the black market. Everyone agreed that this would be worth looking into. Prell asked about the status of the friends of the museum amigos group. There hasn’t been a lot of activity with this group, the museum is hoping to have the annual gathering of the amigos event in February depending on workload and staffing.

The motion was made by Margaret McClure and seconded by Khushroo Ghadiali to approve the financial report.

The vote was as follows:

Yes – David Prell, Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Duane Pearson, Tom Bemis, KC Sparks, Karen O’Neal

No – None

Absent – LaVern Shan

5. APPROVAL OF DIRECTOR'S REPORT

In October, the museum hosted a movie in the park event, showing *Rogue One: A Star Wars Story*. The museum showed this movie in collaboration with the Creative Carlsbad group. Going forward, the museum looks to work more with the group, where the museum can provide space and equipment for events and Creative Carlsbad can provide volunteers to work these events. Creative Carlsbad is currently in the process of getting an Arts & Culture district designated by the state, which would open doors for funding for various cultural activities. David Prell indicated that a positive of Creative Carlsbad is that it brings together all the different groups of people in Carlsbad that are interested in various art and cultural activities under one umbrella. In October, the museum hosted the annual Zia Quilting & Stitchery Guild exhibit. The guild provided programming every weekend the exhibit was up. The idea of using Amigos funds from the foundation to pay for bus rides for students visiting the museum was brought up to the board, and there was a general consensus that it would be a valid use of the money. David Prell brought up that the new superintendent of the Carlsbad school district seems very interested in helping foster a relationship between the schools and the community, with the museum included. Kush asked if various companies could sponsor bus trips for classes, and Dave said that is a possibility. Patsy stated that the museum might have access to 2-4 12-passenger vans that could be used to bus kids to the museum. She also suggested that the museum explore the possibility of involving the city transit system with bringing classes in. The museum gift shop is now open, though there is work to be done in the store space to securely showcase jewelry. The new POS system for the store is working great. The museum asked the Lodger's Tax board for \$18,000 to help pay for an exhibit this summer being put together by Atomic Culture, which is the same group that put together the pop-up exhibit at the museum last year. This new exhibit will showcase experiential art from the southwest. The museum is waiting for more names from the Hall of Fame. The museum has started removing the carpet from the walls in the temporary gallery to help upgrade the space. The Veterans' day event on November 11 was a big hit, with more than a thousand people in attendance. Alejandro Ruiz and Dick Harrell were both inducted into the Hall of Fame. The Dinosaurs of New Mexico exhibit opened on November 15. Overall, November's attendance numbers were great with a total of around 4,800. The museum hired Michael Masse to clean the sculptures in the Halagueno Arts Park. On Nov 17th the museum participated in the annual art walk event and had a good turnout. The museum has been working with Rueben Olguin at NMSU-C on developing interactives in the hall of fame and the tourism exhibit at the airport. Rueben is developing an app for 4 ipads that will offer visitors more in depth information and photos, etc. about the Hall of Fame inductees. The idea behind this is to provide more content than can fit within the exhibit space. The archives project is at a standstill at the moment with more space and help needed. Jessica Onsurez from the Carlsbad Current Argus accessed the archives to look at old newspapers for a project. On December 7th, the museum hosted the annual Carlsbad Wind Symphony Winter concert in the hall of fame. There were 80+ attendees. Karen O'Neal was approved by city council for the museum board. Paty Jackson-Christopher, director of arts and culture, is retiring at the end of the month, and this was her last attendance at a museum board meeting. Front desk attendant Frankie Cruzeiro is also leaving the museum at the end of the month. At the annual New Mexico Association of Museums

Conference in Los Alamos, Edward VanScotter was named Southeastern NM Representative for the organization, taking over for Patsy.

The motion was made by Khushroo Ghadiali and seconded by Margaret McClure to approve the Director's Report.

The vote was as follows:

Yes – David Prell, Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Duane Pearson, Tom Bemis, KC Sparks, Karen O'Neal

No – None

Absent – LaVern Shan

6. DISCUSS REPLACEMENT FOR BOARD MEMBER SAM DENMAN

After discussion, the Board decided to recommend Mike Madrano to fill the vacant museum board position and asked Dave Morgan to forward the Board's recommendation to the Mayor.

7. DISCUSS CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES

Exhibit – Dec-March 2018 – Local Hangout – *Lisa Caplis, Dreaming in Color*

Exhibit – Permanent – Dick Harrell and Alejandro Ruiz in Hall of Fame

Exhibit – Nov 2017 – Feb 2018 *Dinosaurs of New Mexico*

Exhibit – March 2018 – CAAA Spring Show

Exhibit – April 2018 – mid May 2018 – Carlsbad Municipal Schools

Exhibit – Nov 2018 – Jan 2019 *Flamenco!*

8. ADJOURN

The motion was made by Margaret McClure and seconded by Tom Bemis to adjourn at 3:26.

The vote was as follows:

Yes – David Prell, Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Duane Pearson, Tom Bemis, KC Sparks, Karen O'Neal

No – None

Absent – LaVern Shan

David Prell, President

Date