

**Minutes of the Regular Meeting of the  
Carlsbad Museum Advisory Board  
held in the Carlsbad Museum & Art Center  
On February 17, 2016 at 1:30 PM**

Voting Members Present:

Mike Cleary	President
Carolyn Olson	Vice President
David Prell	Member (present at 1:31)
Gerri Mattson	Member (present at 1:32)
LaVern Shan	Member (exited at 2:56)
Margaret McClure	Member
Steve West	Member

Voting Members Absent:

George MacDonell	Member
Mannie Bemis	Member
Sam Denman	Member

Ex-Officio Members Present:

Ex-Officio Members Absent:

Mayor Dale Janway	
Steve McCutcheon	City Administrator

Others Present:

Dave Morgan	Museum Director
Cassie Parks	Assistant Director
Patsy Jackson-Christopher	Director of Arts and Culture (present at 1:33)

**1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM**

Roll call was taken by Cassie Parks. It was determined that a quorum was present.

**2. APPROVAL OF THE AGENDA OF FEBRUARY 17<sup>TH</sup>, 2016**

The motion was made by Carolyn Olson and seconded by Margaret McClure to approve the agenda of the February 17<sup>th</sup> meeting. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – David Prell, George MacDonell, Gerri Mattson, Mannie Bemis, Sam Denman

**3. APPROVAL OF MINUTES OF THE JANUARY 20<sup>TH</sup>, 2015 REGULAR MEETING**

The motion was made by Steve West and seconded by Carolyn Olson to approve the minutes of the January 20<sup>th</sup>, 2015 meeting. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Gerri Mattson, Mannie Bemis, Sam Denman

**4. APPROVAL OF TIME AND DATE OF REGULAR MUSEUM BOARD MEETINGS**

The motion was made by David Prell and seconded by Margaret McClure to approve time and date of regular board meetings, the third Wednesday of the month at 1:30pm. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Mannie Bemis, Sam Denman

#### **5. APPROVAL OF FINANCIAL REPORT**

The museum received its budget adjustment and has expended about 50% of its total budget. The board was given a copy of the museum's internal budget spreadsheet and the current budget report from the City to review. The Carlsbad Foundation is no longer mailing quarterly reports so the museum will need to request e-reports.

The motion was made by Carolyn Olson and seconded by Gerri Mattson to approve the financial report. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Mannie Bemis, Sam Denman

#### **6. APPROVAL OF DIRECTOR'S REPORT**

Dave took the Baumann card collection back to Santa Fe. The ABM request for the museum to serve alcohol at six events during 2016 was approved by Council. Where the Roderick Mead collection was exhibited in the foyer is now a space for local artist to be exhibited. This "Local Hangout" exhibit is now featuring Harold Buff's dyed steel art. The museum will work on an application process to help select artists to exhibit in the "Local Hangout". The Ferrer, *Made In USA*, exhibit opening had a great turn out and was well received. David Mandel and his wife, Adele, are almost done with the CAAF exhibit. It is mostly printed and mounted. The opening is tentatively scheduled for early April. The work in Halagueno Arts Park is now in Phase 3 and will address the area in front of the museum. Roy Woods, of Conron and Woods Architects, will be at the museum on the 23<sup>rd</sup> to work up a proposal to replace the current HVAC system. The annual Amigo gathering will be on the 27<sup>th</sup>. Dave met with Betty Emmons in regards to acquiring part of her Drake bird collection. Patsy discussed the archives may be available from the family genealogy research center. Dave and Patsy visited the collection and explored ideas about where the collection could be moved. This opens up an important opportunity to consolidate and provide public access to Jed Howard's and the Historical Society's archive with the Family History Center and museum's collections. The museum is meeting with the Park Service to discuss possibilities for a summer exhibit on the NPS Centennial. The Mead Gallery will have another opening soon. The oil and watercolor paintings will be taken down and the Mead print collection installed. Mr. Ross Feezer has agreed to loan the museum his full zodiac print collection to be part of the Mead print exhibit. The motion was made by Gerri Mattson and seconded by Steve West to approve the Director's Report of the February 17<sup>th</sup> meeting. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Mannie Bemis, Sam Denman

#### **7. APPROVAL FOR DOWN PAYMENT OF \$5,000 ON THE GLENNA GOODACRE BRONZE BAS RELIEF, "BUFFALO DANCERS" FROM THE FEEZER FINE ARTS ACCOUNT WITH THE CARLSBAD FOUNDATION**

The motion was made by Gerri Mattson and seconded by Steve West to approve down payment of \$5,000 on the Glenna Goodacre bronze bas relief, "Buffalo Dancers" to be paid from the Feezer Fine Arts account with the Carlsbad Foundation. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Mannie Bemis, Sam Denman

#### **8. APPROVAL FOR \$5,000 PAYMENT FOR THE DRAKE BIRD COLLECTION FROM THE ON DEMAND AMIGOS ACCOUNT**

The motion was made by Gerri Mattson and seconded by Steve West to approve \$5,000 payment for the Drake bird collection to be paid from the On Demand Amigos account. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Mannie Bemis, Sam Denman

#### **9. APPROVE CONTRACTING OF “MUSEUM HACK” FOR ON-SITE TRAINING FOR MUSEUM EMPLOYEES, VOLUNTEERS, AND BOARD MEMBERS**

Museum board discussed this training to give a new approach to giving tours could give our museum an edge. The motion was made by Carolyn Olson and seconded by David Prell to approve contracting “Museum Hack” for onsite training for museum employees, volunteers, and board members. Although board approved, the museum may decide not to pursue this training. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, LaVern Shan, Margaret McClure, Steve West

No – None

Absent – George MacDonell, Mannie Bemis, Sam Denman

#### **10. APPROVE RECOMMENDATIONS FOR MUSEUM BOARD MEMBER TO REPLACE CAROLYN BRIGHT**

There are no recommendations at this time for a replacement for Carolyn Bright. This agenda item was tabled until next meeting.

#### **11. DISCUSS ANNUAL AMIGO GATHERING**

The board discussed upcoming annual Amigo meeting. The board members agreed to provide food and drink. Music will be provided in house.

#### **12. DISCUSS CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES**

Exhibit – February 2016 – *Made In USA*, Reynier Ferrer

Event – February 27<sup>th</sup>, Annual Museum Amigo Gathering

Exhibit – March 2016 CAAA

Event – March 6<sup>th</sup>, O’Keeffe Chautauqua

Program – March 12<sup>th</sup>, Women Marked for History presentation

Exhibit – April 4<sup>th</sup> – 30<sup>th</sup>, 2016 CMS Art Show

Event – April 22<sup>nd</sup>, Earth Day Event

Event – April 29<sup>th</sup>, 5<sup>th</sup> Friday Event – Hannah Jackson

Exhibit – May - September, proposed National Park Service exhibit celebrating the 100<sup>th</sup> anniversary of the NPS

#### **13. ADJOURN**

The motion was made at 3:00 pm by Carolyn Olson and seconded by Margaret McClure to adjourn. The vote was as follows:

Yes – Mike Cleary, Carolyn Olson, David Prell, Gerri Mattson, Margaret McClure, Steve West

No – None

Absent – George MacDonell, LaVern Shan, Mannie Bemis, Sam Denman

  
Michael Cleary, President

3/16/14  
Date