

**Minutes of the Regular Meeting of the
Carlsbad Museum Advisory Board
Held in the Carlsbad Museum & Art Center
On March 20, 2013 at 1:30 PM**

Voting Members Present:

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|------------------|-----------------------------|
| Michael Cleary | President |
| Bob Stockwell | Member |
| George MacDonell | Member (telephonically) |
| Irene Runnels | Member (arriving at 1:38pm) |
| Margaret McClure | Member |
| Steve West | Member |
| Israel Palma | Member |

Voting Members Absent:

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| Carolyn Olson | Vice President |
| Lisa Boeke | Member |
| Gerri Mattson | Member |

Ex-Officio Members Present:

None

Ex-Officio Members Absent:

Mayor Dale Janway
Jon Tully, City Administrator

Board Secretary Present:

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|---------------------------|---|
| Patsy Jackson-Christopher | (Secretary by Ordinance) Director of the Dept. of Culture, Recreation and Community Services and acting Museum Director |
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Others Present:

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| Shaun Althouse | Assistant Museum Director |
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1. ROLL CALL OF VOTING MEMBERS AND DETERMINATION OF QUORUM

Roll call of those present was taken by Shaun Althouse. It was determined that a quorum was present.

2. APPROVAL OF THE AGENDA OF MARCH 20, 2013

The motion was made by Steve West and seconded by Margaret McClure to approve the agenda of the March 20, 2013 meeting. The vote was as follows:

Yes – Michael Cleary, Bob Stockwell, George MacDonell, Margaret McClure, Steve West, Israel Palma

No – None

Absent – Lisa Boeke, Gerri Mattson, Carolyn Olson, Irene Runnels

3. APPROVAL OF MINUTES OF THE MARCH 6, 2013 SPECIAL MEETING

The motion was made by Bob Stockwell and seconded by Israel Palma to approve the minutes of the March 6, 2013 meeting. The vote was as follows:

Yes – Michael Cleary, Bob Stockwell, George MacDonell, Margaret McClure, Steve West, Israel Palma

No – None

Absent – Lisa Boeke, Gerri Mattson, Carolyn Olson, Irene Runnels

4. CONSIDER APPROVAL OF THE FINANCIAL REPORT

The 2013-2014 budget requests to be submitted to the City were discussed along with the projects associated with the requests. The motion was made by Israel Palma and seconded by Steve West to approve the 2013-2014 budget requests. The vote was as follows:

Yes – Michael Cleary, Bob Stockwell, George MacDonell, Margaret McClure, Steve West, Israel Palma, Irene Runnels (arrived at 1:38pm)

No – None

Absent – Lisa Boeke, Gerri Mattson, Carolyn Olson

5. CONSIDER POTENTIAL BOARD MEMBERS

Mike Cleary asked if Peggy Hall had been approved as a potential board member. The Mayor's Office is investigating if the Board may include two members from without the city's limits since Board Member Israel Palma is from outside the limits. Mike Cleary encouraged the Board to seek alternative candidates in case Peggy Hall could not be chosen.

6. CONSIDER APPROVAL OF DIRECTOR'S REPORT

Discussion covered the development of the Old Carlsbad Model project and how to re-arrange current exhibits to make room in the Annex for it, the delivery of the Underground of Enchantment exhibit to Los Alamos, as well as whether or not to continue the Saturdays at the Museum weekly program. Steve West offered to combine a planned field trip on Saturday, March 30th to the museum's Saturday programs to aid in the program's continuation.

7. CONSIDER APPROVAL OF CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES

Most of the current and future exhibitions had already been discussed during the approval of the Director's Report.

Every Saturday at 2:00 PM – Saturday Afternoons at the Museum – film or special program.

Exhibit – March 2 – 30, 2013 – Carlsbad Area Art Association Membership Show

Exhibit – April 15 – 27, 2013 – Carlsbad Municipal Schools Secondary Exhibit

Exhibit – April 27 – May 11, 2013 – Carlsbad Municipal Schools Elementary Exhibit

Exhibit – Underground of Enchantment – deliver to Los Alamos April 1 – a portion to be displayed at 2 separate venues simultaneously

Venue 1: Mesa Public Library

2400 Central Avenue

Los Alamos, NM 87544

Venue 2: Pajarito Environmental Education Center

3540 Orange St., Los Alamos, NM 87544

P.O. Box 547, Los Alamos, NM 87544

(505) 662-0460

8. ADJOURN

The motion was made at 2:47pm by Steve West and seconded by Israel Palma to adjourn. The vote was as follows:

Yes – Michael Cleary, Bob Stockwell, George MacDonell, Margaret McClure, Steve West, Israel Palma, Irene Runnels

No – None

Absent – Lisa Boeke, Gerri Mattson, Carolyn Olson

Minutes approved on behalf of the Board of Trustees by:

Michael Cleary 4/17/13
Michael Cleary, President Date