

**Minutes of the Regular Meeting of the
Carlsbad Museum Advisory Board
held in the Carlsbad Museum & Art Center
On April 18, 2018 at 1:30 PM**

Voting Members Present:

Khushroo Ghadiali	Member
Margaret McClure	Member
Steve West	Member
Larry Pardue	Member
Tom Bemis	Member
KC Sparks	Member
Karen O'Neal	Member
LaVern Shan	Member

Voting Members Absent:

David Prell	Museum Board President
Mike Medrano	Member
Duane Pearson	Member

Ex-Officio Members Present:**Ex-Officio Members Absent:**

Dale Janway	Mayor
Steve McCutcheon	City Administrator
John Lowe	Director of Community Development

Others Present:

Dave Morgan	Museum Director
Edward VanScotter	Assistant Director
Ken Britt	Entertainment and Promotions Manager

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 APRIL 18, 2018

The motion was made by LaVern Shan and seconded by Steve West to approve the agenda of the March 21 meeting.

The vote was as follows:

Yes – Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Tom Bemis, KC Sparks, Karen O'Neal, LaVern Shan

No – None

Absent – David Prell, Mike Medrano, Duane Pearson

3. APPROVAL OF KHUSHROO GHADIALI AS BOARD VICE PRESIDENT

The motion was made by LaVern Shan and seconded by Margaret McClure to nominate Khushroo Ghadiali as museum board vice president.

The vote was as follows:

Yes – Margaret McClure, Steve West, Larry Pardue, Tom Bemis, KC Sparks, Karen O'Neal, Lavern Shan

No – None

Abstain – Khushroo Ghadiali

Absent – David Prell, Mike Medrano, Duane Pearson

4. APPROVAL OF MINUTES OF THE MARCH 21, 2018 REGULAR MEETING

The motion was made by Margaret McClure and seconded by Tom Bemis to approve the minutes of the March 21, 2018 meeting.

The vote was as follows:

Yes – Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Tom Bemis, KC Sparks, Karen O'Neal, LaVern Shan

No – None

Absent – David Prell, Mike Medrano, Duane Pearson

5. APPROVAL OF FINANCIAL REPORT

- The board was given a sales report for the museum store's sales for the month of May. Dave asked if the board would like to continue seeing these reports in the monthly board meeting packets. They indicated that they would. Kush wants to see more details in the sales report, like what items were sold. It was asked where the money from store sales goes to, Dave stated he believes the funds go into the special museum fund, but will look into it. The question was asked if the POS system can generate gift cards, Edward stated that it can, it just hasn't been done yet.
- Quarterly reports from the foundation were given to the board. Not a lot of activity in most accounts. The Freezer account has seen some donations, as well as the Amigos Demand Fund. The report does not reflect the recent Jack Drake birds acquisition.
- Karen O'Neal asked what the Amigos group is. Dave explained it is the friends group organized to support the museum and helps with events, volunteering, fundraising, etc. but that it is currently inactive. The Amigos need someone to step up to revitalize the organization.

The motion was made by Tom Bemis and seconded by Larry Pardue to approve the financial report.

The vote was as follows:

Yes – Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Tom Bemis, KC Sparks, Karen O’Neal, LaVern Shan

No – None

Absent – David Prell, Mike Medrano, Duane Pearson

6. APPROVAL OF DIRECTOR’S REPORT

- Glass doors and locks were installed for the second set of hall of fame cases. Bob Stockwell brought in some artifacts for his father’s case. The museum is about to get going on installing exhibits for the recently inducted Hall of Famers. Installing General Mahaffey’s display is a top priority – the museum will be able to receive some Mahaffey artifacts on loan from the National Military Archives. Several Board members asked about the long-term plan for the Hall of Fame, especially once there is no more space in the current gallery. Dave stated that this is a good question and he will talk with City Administration to learn what the long-term plan is for the Hall of Fame.
- Dave travelled to Silver City on March 23rd to see the Flamenco exhibit installed to get ideas and talk with the SC museum director. Volunteers will be needed to help install this exhibit. Storage space for the many crates that come with the exhibit still hasn’t been located. Storing the crates at an unused school building will be looked into.
- Karen asked if the museum can fundraise in the community. Ken indicated that museum staff can’t fundraise for the museum, but the Amigos friend group could, theoretically.
- Ken Britt talked about the status of the potash museum project. The heavy equipment to be on display outside will not be brought up until July. A shed still needs to be built to house the equipment. The Carlsbad Museum will assume responsibility of the pieces once they are brought to the surface.
- The Carlsbad Area Art Association exhibit came down on March 31st. The Carlsbad Municipal Schools primary was installed on April 4th.
- Creative Carlsbad applied to have an arts and culture district in downtown Carlsbad designated by the state. News on whether this was awarded or not should happen before the end of April.
- The museum is working on scheduling concerts and movies in the park for the summer.

There is a tentative concert scheduled for June 2nd.

- Attendance has been trending upwards. It was asked what is causing this uptick in museum visitors. Dave indicated that he didn't have an exact answer, but it may have to do with the consistent advertising the museum has undertaken through various outlets over the past few years.
- The museum will be hosting a children's art poster contest that the National Park Service is holding. Some of this artwork will be displayed in the museum for about a week in the Mead Gallery

The motion was made by Karen O'Neal and seconded by Duane Pearson to approve the Director's Report.

The vote was as follows:

Yes – Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Tom Bemis, KC Sparks, Karen O'Neal, LaVern Shan

No – None

Absent – David Prell, Mike Medrano, Duane Pearson

7. DISCUSS CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES

- Exhibit – March-May – Local Hangout – Harold Buff, *Insight*
- Exhibit – April 2018 – Mid May 2018 – Carlsbad Municipal Schools Shows
- Exhibit – mid-May – mid-June – Atomic Culture, *OJALA*
- Exhibit – July – mid-Sept – *Bison*, from the National Buffalo Foundation
- Exhibit – Nov 2018 – Jan 2019 *Flamenco!*

8. ADJOURN


The motion was made by Tom Bemis and seconded by Larry Pardue to adjourn at 2:54.

The vote was as follows:

Yes – Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Tom Bemis, KC Sparks, Karen O'Neal, LaVern Shan

No – None

Absent – David Prell, Mike Medrano, Duane Pearson



 David Prell, President

6-20-18

 Date