

**Minutes of the Regular Meeting of the  
Carlsbad Museum Advisory Board  
held in the Carlsbad Museum & Art Center  
On August 15, 2018 at 1:30 PM**

**Voting Members Present:**

David Prell	Museum Board President
Khushroo Ghadiali	Museum Board Vice President
Margaret McClure	Member
Steve West	Member
Larry Pardue	Member
Mike Medrano	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:**

Ken Britt	Director of Community Development (in at 2:00)
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**Ex-Officio Members Absent:**

Dale Janway	Mayor
Mike Hernandez	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 AUGUST 15, 2018**

The motion was made by Duane Pearson and seconded by Khushroo Ghadiali to approve the agenda of the August 15, 2018 meeting.

The vote was as follows:

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

No – None

Absent – LaVern Shan

### 3. APPROVAL OF MINUTES OF THE JUNE 20, 2018 REGULAR MEETING

The motion was made by Steve West and seconded by Duane Pearson to approve the minutes of the June 20, 2018 meeting. There was no quorum at the July meeting.

The vote was as follows:

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

No – None

Absent – LaVern Shan

### 4. APPROVAL OF FINANCIAL REPORT

- Museum gift shop sales reports were handed out for the months of June and July.
- The interim budget that the museum is currently operating from is largely the same as last fiscal year. It appears that requested staffing increases were denied.
- The process of moving the donated archives materials from the reintegration center to the Pate school building is underway. The city's maintenance crew is going to secure the materials to pallets, and plastic wrap them to protect from the environment. The board brought up concerns about the maintenance crew handling the archives, as well as the environmental conditions of the Pate school. Dave stated that he will look into making sure that the air conditioning is turned on in the building while the archives are stored there. Ken Britt reiterated that the building has air conditioning, which is important for the preservation of the materials.
- The historical society has found temporary storage for Jed Howard's archives left to them, but it is at a commercial storage facility, costing the society monthly storage fees. The society is still looking for a more permanent building for these archives.
- The plan to have potash mining equipment brought up from the mines and be sandblasted has hit a snag. The original company that was going to do it for free had to back out, causing the need to find another sandblasting outfit to step in. Another company was found, but they will not donate the service like the original company proposed.

The motion was made by Tom Bemis and seconded by Duane Pearson to approve the financial report.

The vote was as follows:

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

No – None

Absent – LaVern Shan

## 5. APPROVAL OF DIRECTOR'S REPORT

- The museum has a new intern, Marlee Hendrick, from the Early College High School. Her first day was August 15<sup>th</sup>.
- Front desk attendant Ashley Lara resigned at the end of July. Her position is open to applicants until the 17<sup>th</sup> of August. The board expressed concerns about how short-staffed this leaves the museum.
- Front desk attendant Emmalee Carrigan will be gone for the month of September.
- The main focus for the museum continues to be the Hall of Fame. Dave Morgan went to Bob Forest's house and picked up some items for his Hall of Fame exhibit. The next planned Hall of Fame induction will be for Sonny Throckmorton on September 5<sup>th</sup>.
- There was a movie in the park event on June 21<sup>st</sup>, the movie *The Incredibles* was shown. Turnout was great numbering over 200.
- Dave Morgan has been in talks with Elizabeth Jackson at Guadalupe Mountains National Park concerning a possible collaborative exhibit about the region's biodiversity. This exhibit will probably be in the summer of 2019.
- Ken Brit gave an update on the Cavern Theater. The last stages of the asbestos removal are underway. Electrical and plumbing is one of the next stages. There was a setback with the refurbishing of the marquee. Part of the roof was found to be rotted, so that will take more time and money to fix.
- The signs for the heritage park arrived, still need to be installed.
- Harold Buff's "Local Hangout" exhibit was taken down, and Valorie Sams' exhibit *Beauty in the Mundane* was put up. The museum also purchased some artwork from Valorie to sell in the gift shop.
- The Bison exhibit comes down on September 8<sup>th</sup>. Friday of that same week the annual quilt show will be installed, with that exhibit coming down in late October. There will be about a week between quilts coming down and the flamenco exhibit going up.

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

The vote was as follows:

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

No – None

Absent – LaVern Shan

## 6. DISCUSS CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES

- Exhibit – July – mid-Sept – *Bison*, from the National Buffalo Foundation
- Exhibit – August – Local Hangout exhibit *Beauty in the Mundane* by Valorie Sams
- Exhibit – October – Zia Quilting & Stitchery Guild Exhibit
- Exhibit – Nov 2018 – Jan 2019 *Flamenco!*

**7. ADJOURN**

The motion was made by Larry Pardue and seconded by Khushroo Ghadiali to adjourn at 2:32.

The vote was as follows:

- Yes – David Prell, Khushroo Ghadiali, Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Duane Pearson, Tom Bemis, KC Sparks, Karen O'Neal
- No – None
- Absent – LaVern Shan

  
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David Prell, President

9-19-18  
Date