

**Minutes of the Regular Meeting of the
Carlsbad Museum Advisory Board
held in the Carlsbad Museum & Art Center
On February 20, 2019 at 1:30 PM**

Voting Members Present:

Margaret McClure	Member
Steve West	Member
Larry Pardue	Member
Mike Medrano	Member
Tom Bemis	Member
KC Sparks	Member

Voting Members Absent:

David Prell	Museum Board President
Khushroo Ghadiali	Museum Board Vice President
Duane Pearson	Member

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

Dale Janway	Mayor
Mike Hernandez	City Administrator
Angie Testa-Barrios	Director of Municipal Services

Others Present:

Dave Morgan	Museum Director
Edward VanScotter	Museum Assistant Director
Sandra Cosand	Living Desert Zoo docent coordinator

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 FEBRUARY 20, 2019

The motion was made by Larry Pardue and seconded by Steve West to approve the agenda of the February 20, 2019 meeting.

The vote was as follows:

Yes –Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Tom Bemis, KC Sparks,

No – None

Absent – David Prell, Khushroo Ghadiali, Duane Pearson

3. APPROVAL OF MINUTES OF THE JANUARY 16, 2019 REGULAR MEETING

The motion was made by Mike Medrano and seconded by Margaret McClure to approve the minutes of the January 16, 2019 meeting.

The vote was as follows:

Yes – Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Tom Bemis, KC Sparks,

No – None

Absent – David Prell, Khushroo Ghadiali, Duane Pearson

4. APPROVAL OF FINANCIAL REPORT

- January was a slow month. The museum saw sales of only about \$90 for the month.
- There was not a lot of movement with the various funds at the foundation. The amigos fund increased by about \$1,000.
- The museum is on track in its spending. Events in the park and additional lighting are some of the remaining expenses. Budget planning for the next fiscal year is already started.
- There was a question about the new HVAC system that is being planned for the museum. Dave Morgan indicated that the ENGIE company is working on quotes to either retrofitting the current HVAC system or installing a new system.

The Motion was made by Margaret McClure and seconded by Tom Bemis to approve the financial report.

The vote was as follows:

Yes –Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Tom Bemis, KC Sparks,

No – None

Absent – David Prell, Khushroo Ghadiali, Duane Pearson

5. APPROVAL OF DIRECTOR'S REPORT

- Dave Morgan passed out two recent letters that CMAC received from guests. One complimented recent museum programming, the other criticized the museum for not having an exhibit about Bob Light.
- On January 22nd, Edward VanScotter and Diane Joop from the National Cave and Karst Research Institute (NCKRI) hosted a regional meeting of the New Mexico Association of Museums. The meeting was hosted at NCKRI, afterwards the group toured CMAC.
- The Flamenco exhibit started coming down on January 27th. CMAC contracted Natalie Good to help with deinstalling and packing the exhibit. She had previously been hired to help install the exhibit.
- There has been some refurbishing work done with the CAAA exhibit at the airport. Panels were rehung with standoffs as opposed to the Velcro that was used before. This new method will help the panels be more secure and also look nicer. Airport staff helped

with the work.

- The city's construction crew has been working on refurbishing the temporary gallery since the Flamenco exhibit was shipped on February 15th. The gallery walls are getting textured and painted, new black ceiling tiles are being put up, and a new art hanging system is being installed. The system will help prevent damage to the wall when installing future exhibits and cut back dramatically on the need to patch and paint the walls between exhibits.
- February saw the museum host a couple of tours: On the 12th, Mayor Janway and Kyle Marksteiner gave a tour of the Carlsbad Hall of Fame to a group of high school students. The second was on the 13th and was a tour by the Senior Companion/ "Adopt-a-Grandparent" program.
- Dave Morgan attended a Creative Carlsbad meeting on February 19th.
- The Director of the city's Municipal Services department, Angie Barrios-Testa, asked the departments under her to compile and update their various founding documents, policies, etc. This work is already being worked on for the museum by the museum board, spearheaded by KC Sparks and Mike Medrano.
- KC Sparks introduced her guest, Sandra Cosand, to the board. Sandra is in charge of docent training at the Living Desert Zoo and shared some knowledge and suggestions on how the museum may go about starting a docent training program.
- Jerry Frazier visited the museum on February 18th, and shared with Dave Morgan that he wasn't comfortable with the tractor being stored out in the open at the Heritage Park. Dave Morgan suggested there might be room in the pioneer gallery for the tractor; Jerry thought it was a good alternative. The museum will be getting this tractor within the next couple of weeks.

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

The vote was as follows:

Yes –Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Tom Bemis, KC Sparks

No – None

Absent – David Prell, Khushroo Ghadiali, Duane Pearson

6. CONSIDER APPROVAL TO RECOMMEND REPLACEMENT OF KAREN O'NEAL

- There was discussion on the requirements for filling a board position. A struggle the board had with naming a candidate is the current rule that only one member is allowed to live outside the city limits. Tom Bemis indicated that his wife, Mannie Bemis, is open to serving on the board again.

The motion was made by Larry Pardue and seconded by Margaret McClure to recommend Mannie Bemis to replace Karen O'Neal.

The vote was as follows:

Yes –Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Tom Bemis, KC Sparks

No – None

Absent – David Prell, Khushroo Ghadiali, Duane Pearson

7. DISCUSS REPLACEMENT OF BOARD MEMBER LAVERN SHAN

- Outgoing board member LaVern Shan introduced Dave Morgan to a candidate from the school district who is interested in serving on the museum board. Dave will follow up with the candidate to see if she is still interested and to invite her to a future board meeting.

8. DISCUSS CURRENT AND FUTURE EXHIBITIONS AND ACTIVITIES

- January 26 – Flamenco exhibit closed
- March 2 – Annual Carlsbad Area Artist Association exhibit opens
- March 15 – Cruz Fernandez Hall of Fame induction
- March 16 – Sam Etcheverry Hall of Fame Induction
- March 22 – Lynne Pitcaithley Hall of Fame induction.
- April - May – Carlsbad Municipal School annual art exhibits
- May 16 – Movie in the Park – The Lego Movie

9. ADJOURN

The motion was made by Margaret McClure and seconded by Tom Bemis to adjourn at 3:11.

The vote was as follows:

Yes –Margaret McClure, Steve West, Larry Pardue, Mike Medrano, Tom Bemis, KC Sparks,

No – None

Absent – David Prell, Khushroo Ghadiali, Duane Pearson



David Prell, President



Date