

Rahr-West Art Museum
Board of Director Minutes

September 18, 2019

Present: Diana Bolander, Carrie Estrella, Amy Gehrig, Candice Giesen, Phil Hoff (by phone), Lori Kirby, Erin LaBonte, Jeremiah Novak, Steve Proszenyak, Dolly Stokes, Greg Vadney, Amy Fricke-Weigel, HaLeigh Zipperer

Absent: Lori Kirby

1. Call to Order

The meeting was called to order by President Proszenyak at 12:01pm.

2. Public Input

None

3. Minutes- Steven Proszenyak

Motion was made by Fricke-Weigel, seconded by Novak, and unanimously approved by the board to accept the August minutes as written.

4. Review of Financial Accounts

No questions

5. President Report-Steven Proszenyak

a. Education Committee—Vadney

Committee met September 17. They had a recap of the digital arts program. This year went well, but some changes and adjustments will be made for next year. RWAM instructor Michelle discussed her adult programming, including adult Friday night classes and her Working Creatively through Grief classes. There was discussion about how to market the grief program. There may be the opportunity to collaborate with churches and funeral homes for marketing and possible sponsorship. It was suggested to discuss this with Holy Family Memorial, as this seems to align with some of their programming. It was also mentioned that this program is for any form of grief, not only death.

The adult workshops held in conjunction with the Manitowoc County Artists exhibit were well received. The Bob Ross class was to capacity and the felting classes both ran.

The fall session of youth classes is seeing relatively good attendance, with 8-10 students in each class for the Home School and After School programs. They also discussed Halloween in the Mansion, which will take place October 30 from 5:30-7:00pm. Board members are asked to bring two bags of candy for the event to the October Board meeting. They are also encouraged to help out. This annual event is very well attended in brings in community members who would not otherwise visit the museum.

The hands on station in the gallery has been very well received. There has been very good participation and many compliments. The station will next be moved to the Ivory Room and educate visitors on our ivory collection. They also discussed ideas for the 2020 Art of Conversation series.

Educator Heather Nelson will be attending the SPARK Conference in Kenosha in October. There was discussion on hosting a SPARK! Conference in Manitowoc, but the RWAM is

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unable to accommodate the size of the group. In the future, the museum may be able to collaborate with the Wisconsin Maritime Museum and Pinecrest to make this happen.

- b. Membership/Marketing Committee—Fricke Weigel
The committee met and discussed revising the membership levels for 2020 to make levels more exciting to members. They will revisit this at the October meeting and hope to bring it to the Board to vote at the October Board Meeting. The committee also hopes to have the Stokes painting ready for print for members of certain levels by October.
- c. Buildings & Grounds Committee
Did not meet.
- d. Public Arts Committee—LaBonte
The Art Forward articles are still going well, being published each Thursday. The progress with the Hop, Skip, Jump into our Future progress has been slow. However, Vadney stated that he heard from the fence company today and the fence should be installed September 19. This will allow for a dedication ceremony during Art Slam. There will be a dedication whether or not the fence wrap is installed. The Public Arts Committee will be at Washington Park during Art Slam for the dedication.

Nick Mueller was in attendance at the meeting and discussed city-wide projects going on. The goal of the Public Arts committee is to provide advisory for the city with public arts.
- e. Development Committee
Did not meet.
- f. Sputnikfest—Proszenyak
Thanked all Sputnikfest volunteers and all those who helped out to make the event successful.
- g. Halloween candy donations reminder—Proszenyak
All Board members were reminded to bring two bags of candy each for the next Board meeting.

6. Director Report-Greg Vadney

Vadney reminded the Board that Art Slam will be taking place September 21 & 22. There will be an Art Slam exhibition opening at the Rahr-West on September 27 at 6pm. This was very well attended last year.

Vadney has met with the Mayor and Finance Director to discuss the 2020 budget. There is concern about funding for custodial staff, as this expense has never been included in the Rahr's budget, but now must be funded, which is about \$4,800 annually. This accounts for about 13 percent of the museum's annual budget. Buildings & Grounds has provided custodial services in the past and this position allows the B&G staff to focus on more pressing tasks. It is believed that these funds should come from the B& G budget, as if the position were eliminated, B&G staff would have to cover these cleaning services.

In regards to the potential renovation of the museum's front office, Finance suggests that existing, restricted RWAM funds be used, with the remainder being made up by membership and accessions

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funds. This will be discussed further at the October Foundation meeting and brought back to the Board on the November Agenda.

Sputnikfest had a really good year, with over \$20,000 income. The entertainment was very good and had a better draw than previous years. The tent was busy day and night. The festival also went smoother as a one day event. The total net was \$10,432.28, better than many previous years. A wrap up meeting will be held September 30. We are also looking forward to potentially collaborating with Art Slam in 2020.

The vacant security guard position is still open. No applicants have been received. Vadney is working with HR on getting the position filled. It is difficult, as the hours are very rigid, yet limited and the pay is not great.

Vadney requested permission from the Board to attend the Midwest Museums Association Conference in Grand Rapids on October 4. The single day rate will be waived and he will be staying with family. Therefore, the only expense would be fuel used for a city vehicle. A motion to approve this travel was made by Fricke-Weigel, seconded by Novak, and unanimously approved.

7. Rahr-West Friends Committee Report—Gehrig
The Friends had a great meeting. They have many ideas for the Art of Conversation series for 2020 and members will be reaching out to potential speakers.

There was a large donation of items to be sold in the Gift Shoppe and to be used for Christmas.

8. Foundation Report—Fricke-Weigel
The exact numbers were not available, but the total investment numbers look good. The quarterly Foundation Board meeting will be held in October.

The save the date cards for the Janet Planet Fundraiser will be going out soon. Tickets will be on sale December 1 online and at the museum.

9. Collection Report—Bolander
The Collections Committee met September 18. Bolander updated them on the dehumidifier that is in collections storage, which has been working very well. They went over initial reactions and recommendations from the Collections Assessment Program, which took place at the museum on September 12 & 13. The committee will put together a final action plan to bring to the Board once the final report is received.

A revised Collections Plan was distributed to all Board members in attendance at the September Board meeting. There have been some changes to the previous 2001 plan. Board members are asked to review the document and a motion to approve the revised collection plan will take place at the October Board meeting. These changes are based upon the AAM recommendations and industry standards.

10. Old Business
Fricke-Weigel would like to be sure the waiver of fees process for rentals is on the October agenda for discussion. She also mentioned that the art workshops were great and were a great stress reliever and she would like to write an article on the benefits of completing artwork for the newsletter.

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Vadney stated that he, Bolander, Proszenyak, and Gehrig met to revise the code of ethics for the museum. A draft will be brought to the Board at the October meeting.

11. Adjourn

A motion was made by Fricke-Weigel, seconded by Gehrig, and unanimously approved by the board to adjourn at 12:50 pm.

Submitted by Melissa Franz, Administrative Support Specialist