

Rahr-West Art Museum Board of Director Minutes
October 18, 2017

Present: Meg Bollinger, Carrie Estrella, Rhienna Gabriel, Mike Halla, Lori Kirby, Erin LaBonte, Adam Lovell, Jeanie Miller, Steve Proszenyak, Dolly Stokes, Greg Vadney,

Absent: Candice Giesen, Phil Hoff, Patrick Neuenfeldt , Amy Fricke-Weigel

Meeting was called to order by President Proszenyak at 12:00

Public Input
none

Minutes

Motion was made by Halla, seconded by Miller and unanimously approved by the board to accept the September minutes as written.

Reviewed Financial Accounts

President Report

Education Committee
No Report

Membership-Marketing Committee

- 2018 Marketing Plan
 - Discussed possibility of using a Consultant.
- Membership
 - Reconsider current renewal scheduling so it does not conflict with other fundraising efforts
 - Reviewed current benefit package and discussed improvements
 - Require membership as part of criteria for participation in Museum Exhibits

Buildings & Grounds Committee

- Met and discussed all current projects. Felt there was a need for a Development Committee to facilitate fund raisers to finance some of the proposed projects.
 - Board members on the Development committee are: Halla, LaBonte, Proszenyak, Weigel
 - Proszenyak will email committee members with a meeting date.

Public Arts Committee

- Will meet monthly on the 1st Friday at 1:00 pm
- Will define RWAM's role, and what our goals will be

Administrative Support Specialist Position

- A revised job description has been submitted to committee. Must pass through the City Finance & Personnel Committees before posting.
- Should be posted sometime in November

- There is currently enough in the museum budget to possibly allow for an individual to job shadow for a short period of time.

Director Report-Greg Vadney

Exhibits/Events

- 10/25/17 Halloween in the Mansion 5:30 – 7:00 PM
- 11/12/17 Tiny Art Show Reception
- 11/22/17 Christmas in the Mansion Opens/Holiday Parade

Human Resources

- Art Educator position: Michelle Heraly Bonde has been chosen. Is currently undergoing a background check.
- Security Guard position; Setting up a rotating schedule.
- Laura Vohen has started as a custodial person through the Senior Aide Program. She will be working 4hr/day.

Buildings/Grounds

- Entrance will be completed by 10/19/17
- Boiler Replacement almost complete. Still needs calibration
- Tuck pointing on the Mansion was done as routine maintenance

2018 City Budget

- Includes a position that would allow a shift in maintenance personnel to give RWAM custodial coverage 3.5 hrs per day.

WI Federation of Museums

- Vadney will be speaking on Museum Advocacy at the November meeting. He will also present a workshop on Advocacy in Madison in March, 2018

Rahr-West Friends Advisory Committee – Jeanie Miller

Art Cart

- Shelving has been ordered
- New name for Art Cart will be “Shoppe at the Rahr”

The Tea has been tabled at this time

Mansion Refrigerator

- The refrigerator in the Mansion kitchen is outdated and in poor repair.
- A motion was made by Halla, seconded by LaBonte and unanimously approved by the board to direct Vadney to start the process needed to have a larger refrigerator installed in the Mansion Kitchen, and the Friends Committee has permission to start looking for a replacement.

Foundation Report – Mike Halla

Reviewed Financials

- Since the Foundation funds a portion of the Administrative Support Specialist salary, they will be involved in the hiring process.
- 2018 Fundraiser “A Romantic Evening with Janet Planet” February 9, 2018
- Waiting on quotes for additional cabinets in the education room.
- Annual appeal is scheduled to go out between Thanksgiving & Christmas

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Collection Report – Adam Lovell
Next meeting is scheduled for November 14th

Public Arts Commission

After a great deal of discussion, it was decided that the Public Arts Committee will meet and draft a motion requesting the RWAM Board of Directors to become the Public Arts Commission. This will be presented to the Board for approval at the November Meeting.

Old Business

A motion was made by Miller, seconded by Halla and unanimously approved by the board to adjourn at 1:05 pm

Respectfully submitted,

Elaine Schroeder