

**Rahr-West Art Museum**  
**Board of Director Minutes**  
December 19, 2018

Present: Diana Bolander, Amy Fricke-Weigel, Mike Halla, Amy Gehrig, Candice Giesen, Erin LaBonte, Patrick Neuenfeldt, Jeremiah Novak, Steve Proszenyak, Greg Vadney, HaLeigh Zipperer

Absent: Carrie Estrella, Phil Hoff, Lori Kirby, Dolly Stokes

1. Call to Order

The meeting was called to order by President Proszenyak at 12:00pm.

2. Public Input

None

3. Minutes – President

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

4. Review of Financial Accounts

No questions

5. President Report-Steven Prozenyak

a. Education Committee--Vadney

Committee met December 13. They discussed 2019 adult programming and the possibility of hiring independent contractors/artists to conduct classes. Another museum allows artists to submit proposals online to teach classes and they discussed looking into that option. They also discussed ways to fund the educational programming. There are some grants available and they are looking into funding opportunities. They also discussed aligning educational programming with exhibits, including the Art of Conversation. The Discovery Room was also discussed. There is room for it to be updated and have more integration with the collection and modifications for exhibits. There are potential grant funding opportunities for Discovery Room updates as well.

b. Membership/Marketing Committee--Vadney

Committee met December 19, prior to the Board Meeting. There was very low attendance, with only one other person besides Vadney. They discussed the membership renewal letter, which was overlooked and did not yet go out, but will within the next couple weeks. They also continued discussing moving membership back to anniversary date. There was displeasure expressed with the late notice for membership renewal.

c. Buildings & Grounds Committee—Vadney

Did not meet. Next meeting in January. It was mentioned that Jim Muenzenmeyer has left his employment with the city. JJ Walvoord took over Buildings & Grounds during the spring/summer 2018. Not sure who will handle capital improvement projects going forward.

d. Public Arts Committee

Committee met December 12. They discussed gaps in the HTR articles and who can fill the spaces. They also discussed the Mirro fence wrap project and held an onsite meeting December 17. There is some work with shoring the fence that will need to happen before project moves forward, with expected installation by May 1, 2019. The project is going to require more funding than initially thought, due to the shoring needed and the price of

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materials increasing. There is potential funding through an EPA grant that may be used to shore up the fence. They are looking at additional funding options for the increased cost of materials.

There was discussion regarding public arts funding and how the City allocates funds from the room tax dollars. Although room tax funds were approved for public arts projects, it is not clear if those funds will be directed through the museum or a separate department.

LaBonte expressed some frustration with the Public Arts committee, due to lack of movement from both the City and the museum and mentioned that she may want to step down from the committee. There was frustration that meetings are not well attended and committee is not energized and therefore projects are at a standstill. Also, funding for public arts is unclear. It was mentioned that the Board is very supportive of the committee. There was no sustainable funding established for the committee in 2018, but that may change for 2019.

e. Development Committee—Proszenyak

Vadney met with Kelly Bahrs to review finalized, digital 3D renderings of front landscape project. These will be used for sponsorship/marketing purposes. Proszenyak will send a Doodle poll to the board to set up a meeting to discuss next steps on the project prior to the January Board meeting.

f. Vadney Performance Evaluation Process—Proszenyak

Proszenyak has met with the Human Resource office regarding Vadney's annual performance review. He will send an email to Board members with performance review forms for the Board to complete. Board members were reminded that due to this annual review, the January Board meeting will last longer than normal, due to entering closed session.

g. Board Member Recruitment for 2019—Proszenyak

There was discussion regarding Board recruitment for 2019 and 2020, as Halla's 2<sup>nd</sup> term will expire. This spot will need to be filled. Board members were asked to encourage potential candidates to apply, which can be done on the Manitowoc.org website. Submissions are due by March, with appointments being made by the Mayor in April.

6. Director Report-Vadney

There have been several news channels at the Rahr-West over the past couple weeks, highlighting Christmas in the Mansion and the Ladies of the Lake Quilt exhibition. A Joan Emmett exhibit will be installed in the lounge in January.

All staff training was held on November 26. As part of that, active shooter training was held and some gaps in security were located. There is need to get an updated a PA/intercom system. It is not clear at this time if this will be a Rahr-West project or a buildings and grounds project. Staff also participated in SPARK! Training, which consisted of training about working with those living with dementia/Alzheimer's.

Museum attendance is down slightly from 2017, but up from the previous three years. The reason for the higher attendance for 2017 is due to the Chagall exhibit, which brought in very high numbers in 2017.

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There has been discussion as to redesigning the front office area. A meeting was held with Buildings and grounds as to options and staff will come up with some design ideas. Splitting the office area into two or more areas is being considered. This will offer some added security, in addition to allowing staff some measure of personal space. This will be brought to the city in May of 2019 for consideration for a 2020 project.

Vadney was asked to rejoin the MAVCB Board beginning in January 2019. He has accepted this position. He also mentioned that the museum received Creation and Presentation grant in the amount of \$2000 to be used for exhibitions. Unfortunately the NEH Preservation grant was not received.

Vadney requested funding to attend Museum Advocacy Day in Washington DC, February 25 and 26, 2019. Wisconsin Federation of Museums will provide \$400 in financial assistance. Vadney's request to the Board was to approve between \$316-\$483. Motion was made by Fricke-Weigel, seconded by Giesen, and unanimously approved by the board to approve up to \$483 for Vadney to attend Museum Advocacy Day.

Vadney attended a meeting of the Wisconsin Art Museum Directors and the Department of Tourism. The group discussed shared goals and collective applying for a tourism grant, which will be led by the Milwaukee Public Art Museum. The group will also be attending the Wisconsin Governors Conference on Tourism in March and will be promoting museum advocacy.

7. Rahr-West Friends Committee Report-Gehrig

The Friends committee did not meet. A survey for Christmas in the Mansion decorators was sent out regarding the state and quality of decorations. The group would request some funds to purchase some updated decorations with the after Christmas sales.

A motion to approve \$500 to purchase decorations was made by Fricke-Weigel, seconded by Halla, and unanimously approved. If additional funds are needed, the friends group may come back to the Board for approval.

Vadney met with Sandy Egbert of the Friends group and Badger Office to discuss updating lounge furniture.

8. Foundation Report-Vice President Mike Halla

There was a review of financial accounts. The annual appeal has gone out. So far there have been 43 donors, up from 39 last year.

The Janet Planet fundraiser will be held on February 8, 2019. There are only three tickets available for left for sale. There is one dinner sponsorship spot left available. Board members who are not attending the fundraiser are asked to consider volunteering for the evening. Fricke-Giesen will be contacting Board Members closer to the date with volunteer opportunities.

9. Collection Report-Bolander

The collections committee met December 18. It was mentioned that the NEH Preservation grant was not awarded. Vadney and Bolander drove to pick up the Berthelsen paintings, which have now been accessioned and are ready to be displayed.

Board Members were provided a memo regarding furniture that is recommended to be deaccessioned. This furniture has no relation or history with the house and is used as functional

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pieces. The pieces are reproductions, not originals. The pieces are currently being used for seating and if not deaccessioned, they must be cared for as part of the collection.

A motion to approve deaccessioning the furniture was made by LaBonte, seconded by Neuenfeldt, and unanimously approved.

The collections plan was given to the Board at the November meeting and was sent out with the December board packet.

A motion to approve the revised collection plan was approved by Fricke-Weigel, seconded by Halla and unanimously approved to accept the collections plan as written.

10. Old Business

None

11. Adjourn

A motion was made by Neuenfeldt, seconded by Gehrig, and unanimously approved by the board to adjourn at 1:10 pm.

Submitted by Melissa Franz, Administrative Support Specialist