

Rahr-West Art Museum
Board of Director Minutes
December 18, 2019

Present: Diana Bolander, Amy Gehrig, Candice Giesen, Lori Kirby, Erin LaBonte, Jeremiah Novak, Steve Prosenyak, Greg Vadney, HaLeigh Zipperer

Absent: Carrie Estrella, Phil Hoff, Dolly Stokes, Amy Fricke-Weigel

1. Call to Order
The meeting was called to order by President Prosenyak at 12:00pm
2. Public Input
None
3. Minutes – President
Motion was made by Gehrig, seconded by Kirby, and unanimously approved by the board to accept the November minutes as written.
4. Review of Financial Accounts
No questions
5. President Report-Steven Prosenyak
 - a. Education Committee—LaBonte
Reviewed youth classes and attendance. Further discussed connecting the adult classes to exhibits. SPARK! will be marketing with the Historical Society, developing one brochure for both. No January SPARK! meeting will be held. They also discussed a new loan that we will be receiving and how to connect that with the educational programming.
 - b. Membership/Marketing Committee
Did not meet
 - c. Buildings & Grounds Committee
Did not meet
 - d. Public Arts Committee—Bolander
Committee met with the artist who is doing the sculpture by the SS Badger dock. The installation is planned for May, in conjunction with the first sailing of the season. They also discussed the public arts funding for the city and plans/uses for that funding.
 - e. Development Committee
Did not meet
 - f. Greg Vadney’s annual evaluation
Prosenyak reminded the Board to get Vadney’s annual evaluation to HR by Friday, January 3. The Board will go into closed session in January to discuss the notes of the evaluation put together by the Human Resources office.

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6. Director Report-Greg Vadney

Reviewed upcoming events. Christmas in the Mansion will be on display through January 5. The Hmong Textiles exhibit is installed in the Lounge Gallery. In conjunction with the exhibit, there will be a Celebration of Hmong Heritage on Saturday, January 11. This will feature a traditional Hmong singing and dancing. Members of the Hmong community will also be serving traditional food.

The Janet Planet Foundation fundraiser will take place on Friday, February 7. Ticket sales are going very well.

The Member's Holiday Reception was very well received. There was very good feedback and members seemed to prefer the setup of the event, which was more spread out.

Discussions regarding the elevator project are continuing with the city's Community Development office. The CD office is in preliminary discussions with the state on this. The time frame for this project is two years.

A security guard has resigned due to medical issues. Vadney is working to get the position open to hire a replacement.

A strategic plan for 2020 and beyond will be developed. A four hour strategic planning session will be held in place of the February 19 Board meeting. Additional details regarding timing will be sent out to the Board. Vadney would like more people to be involved in this planning, and would like to have more staff involvement, as well as members of the Friends group. Additionally, other city employees will be invited, especially Buildings & Grounds, the Mayor's office, and City Council members. It is also important to be sure that the plan is in line with city goals. Vadney would like to conduct some strategic planning meetings with the Friends group and education staff prior to the meeting. A post strategic plan meeting will be held March 2, and the full plan will be submitted to the Board at the March meeting for approval.

Museum Advocacy Day will be held February 24-26, 2020 in Washington D.C. Vadney has attended for the past several years and it is a valuable opportunity to talk with elected officials. The Wisconsin Federation of Museums (WFM) will likely help to offset the cost of travel with \$400. The total cost of the trip is estimated to be \$980, including hotel, flight and miscellaneous travel expenses. With the anticipated \$400 from WFM, the ask of the Museum to cover expenses is \$480.

A motion to approve the \$480 for travel was made by Novak, seconded by Kirby, and unanimously approved by the Board.

7. Rahr-West Friends Committee Report—Gehrig

Shop sales have been brisk. Gehrig & T. Henrickson have been working to keep it fresh and updated. The friends group enjoyed the new layout of the holiday reception, as it allowed for better flow of people.

8. Foundation Report-Vadney

The next Foundation meeting will be held in January. The Janet Planet ticket sales are going very well, with few tickets remaining.

9. Collection Report—Bolander

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Committee met December 18 and discussed the report from the Conservation Assessment Program (CAP). The executive summary of the report was distributed with Board materials. This report summarized the recommendations of each of the two assessors. The main takeaways were as follows:

- Install an elevator that goes to every floor
- Monitor environment with a central data logging system
 - The current data loggers we use do not monitor continuously and need to be recorded twice daily. They are also inaccurate.
- Establish policies and procedures on collections and exhibitions cleaning, integrated pest management and light monitoring
- Reduce visible light levels in the house
- Add insulation to the house to achieve greater control over humidity and temperature
- Update HVAC system to have greater control over humidity
- Collections storage is overcrowded. Increased storage space is needed, including expanding collections storage into the basement or third floor of the house, updating collections storage furniture and investing in painting racks to get works off the floor
- Establish a rotation schedule for artwork in the historic rooms
- Do an object-by-object survey of the collection and develop a long-range conservation plan
- Mat works on paper

Vadney and Bolander have developed an aggressive action plan for 2020-2024. Completing the action items will allow the Rahr-West to apply for federal funding and help offset some of the cost of completion. The current environment of the museum negatively affects the art and the ability to get loans, especially on paper.

10. Old Business

A card thanking the Board for candy donations and time donations for Halloween in the Mansion was available. The attendance for the event was 498.

11. Adjourn

A motion was made by Gehrig, seconded by LaBonte, and unanimously approved by the board to adjourn at 12:32 pm.

Submitted by Melissa Franz, Administrative Support Specialist