

**GOVERNING BOARD OF THE HARWOOD FOUNDATION
OF THE UNIVERSITY OF NEW MEXICO**

Meeting Minutes May 17, 2017

Arthur Bell Auditorium, 2:00 pm

Board Members Present: Marcia Winter, Dora Dillistone, Lucile Grieder, Dr. Wynn Goering, Dr. Kymberly Pinder, Dr. Amy Wohlert, Alexandra Benjamin, Dr. Stephanie Bennett-Smith (by phone)

Board Members Absent: Tim Larsen

Advisory Board Members Present: Gus Foster, Janet Webb

Staff Members Present: Dr. Richard Tobin, Lacy Cantu, Jayne Schell, Matt Thomas, Sonya Davis

Handouts: Agenda; Meeting Minutes March 15, 2017; Proposed addition of language to Harwood Museum of Art By-laws regarding Governing Board and Staff communications; from Harwood Collections Committee – gifts reviewed at May 10 meeting and April 12 meetings and presented for acceptance into the Harwood permanent collection;

1. Confirmation of a Quorum: confirmed

2. Approval of Agenda: Motion by Dr. Amy Wohlert, seconded by Lucile Grieder

3. Approval of March 15, 2017 Minutes: Dr. Stephanie Bennett-Smith made a motion to approve the minutes; seconded by Dora Dillistone, with the following corrections: item #4a – add Tim Larsen to the list of Board Members whose terms expire this fiscal year; typo noted in item #7 “the” should be “they”.

4. Director's Report: Dr. Tobin noted that he has been with the Harwood for one year and reviewed what he's observed to be the museum's strengths and challenges (see attachment).

5. Final consideration of Agnes Martin gift, Tundra Motion made by Dora Dillistone to accept the gift into the Harwood permanent collection; seconded by Lucile Grieder; motion passed. All language mentioning the gift of Tundra must be approved by gifting foundation.

6. Budget/Financial Report

The budget for the coming fiscal year has been developed by Dr. Kymerly Pinder, Dr. Richard Tobin, Lacy Cantu and Dr. Wynn Goering; approved and submitted to UNM. (see attachment) Budget approval will be held until after the State legislature's special session which is expected to impact funding for higher education. Lacy noted that the museum may finish this fiscal year without deficit, and feels the Harwood is in good financial shape.

7. Consideration of changes to the By-Laws

Marcia Winter distributed a proposed addition of language to Harwood Museum of Art By-Laws regarding Governing Board and Staff communications (see attachment) and opened discussion of possibly making the proposed language either become Board policy or be added to the By-Laws. Dr. Amy Wohlert and Dr. Wynn Goering suggested it be made Board policy. Pinder made the motion and it was seconded by Dr. Amy Wohlert.

The number of Board members was raised for discussion: currently nine including 3 appointed by UNM. Because the museum has grown in stature and physical size during the past 10 years, , Marcia Winter suggested the number of local Board members be raised from six to nine. Lucile Grieder mentioned need to diversify and expand Board reach; Stephanie Bennett-Smith said reaching more demographics supports future fund-raising and boots on the ground in Taos. She made a motion to empower the Board Chairman to explore expanding the number on the Board with UNM. Dora Dillistone seconded the motion and it was passed.

8. Collections Report

Matt Thomas presented update on Collection activity (see attachment), noting that their photographer left on April 28. Before leaving she prepared a protocol for photographing the collection to the quality and standards will be maintained in future.

Collection Committee Report

Janet Webb presented a list of items the committee selected for acceptance into the permanent collection (see attachment). Dr. Stephanie Bennett-Smith made a motion that the items be accepted and so designated; the motion was seconded by Dr. Amy Wohlert.

9. Alliance/Events Update

Dora Dillistone and Lucile Grieder reported on preparations for The Bash at The Blake: there will be 16 items in the live auction and at least 33 items in the silent auction. Silent auction items will be available for preview June 18-23 at the Harwood with Buy It Now prices, and all items will be available to preview online very soon. The event catalog will go into production on May 24. Live auction bidding will be accessible via proxy bidders at the event. Plans are proceeding well for the menu and décor.

10. Education/Museum Learning report

Jayne Schell distributed the Summer 2017 schedule of educational events (see attachment) along with a copy of the bi-lingual invitation that went out to parents of students who have been to the museum with their teachers, inviting the families to visit free of charge on Sundays. Jayne will be attending two professional training programs in August and September. There were 2,800 school visits to the museum during the past school year. Dr. Tobin mentioned that four docent training sessions have been completed in preparation for the summer, and more will begin during the summer. "Teaching in the Art Museum" - a book written by docents at The Getty Museum - is being used as a training text.

11. Adjournment

Dr. Amy Wohlert made a motion that the meeting be adjourned; motion was seconded by Marcia Winter.

Attachment to Governing Board Minutes – May 17, 2017

Proposed addition of language to Harwood Museum of Art By-Laws regarding Governing Board and Staff communications:

(to be added in the appropriate section under By Law II Governing Board)

The Governing Board policy for board-staff interaction shares the Museum’s goal of supporting the employee in the workplace by using the established line of communication between Board members and the Director.

The Board of Regents Resolution regarding the Governing Board (Item 3.B.3.c) states “Museum staff shall be supervised by the Director of the Museum. Members of the Harwood Board shall communicate concerns about staff performance, priorities, and activities through the Supervisor and Director”.

A Board member who wishes to approach an employee on a Museum matter should first speak to the Director or the Board Chair, if more appropriate to the nature of the matter. For any subsequent communication with the employee on that matter, the Board member is asked to always copy the Director.