

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

Meeting Minutes, August 29, 2017

Arthur Bell Auditorium, 2:00 pm

Board Members Present: Alexandra Benjamin, Dora Dillistone, Lucile Grieder, Dr. Wynn Goering, Dr. Kymberly Pinder, Diane Reyna, Dr. Stephanie Bennett-Smith, Tim Larsen, Libby Washburn

Advisory Council Members present: Gus Foster, Janet Webb

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

Handouts: Agenda; Meeting Minutes, June 28, 2017; Operating Statement for Harwood Museum of Art FY 17 as of June 30, 2017; Operating Statement for Harwood Museum of Art as of July 31, 2017; Collections Department Report; Collections Committee Report to Governing Board; Art in the Schools Final Report 2016/17

Confirmation of a Quorum: Confirmed with all 9 members present

Approval of Agenda: Chair requested the report of the Collections committee follow the Budget report due to timing issues. The agenda was modified and a motion was made by Stephanie to approve, seconded by Dora.

Approval of June 28, 2017 Minutes: Stephanie moved to approve the minutes; seconded by Tim.

Board Chair Report: New Board Chair Alexandra Benjamin welcomed two new board members – Diane Reyna and Elizabeth Washburn – and provided brief biographies of each. She then asked everyone present to introduce themselves.

Alexandra reported that on July 11, she, Linda Warning, and Marcia Winter met in Albuquerque with David Harris at UNM. He was asked for his opinion and suggestions on increasing the number of Harwood Governing Board members. As this would need to be approved by the Board of Regents, he suggested meeting with Regent Marron Lee. Alexandra and Marcia will schedule a meeting with her for September.

The Harwood will celebrate its 100th year in 2023. The 100th year offers the Harwood unique opportunities for fundraising, programming, and outreach. Alexandra reported

the launch of a Capital and Endowment fundraising campaign to coincide with this anniversary.

Alexandra reported that Lacy and Richard are reviewing the options with regards to financial and HR ramifications of reopening the Museum on Tuesdays. We had originally closed to cut operating costs, but are questioning whether the savings are substantial enough to be worth the negative PR of visitor disappointment in finding the Museum closed. Discussion ensued regarding pros and cons of opening six days a week. Tim questioned whether Monday or Tuesday closures are better should we just close one day per week. Lacy expressed financial concerns and Stephanie noted we must consider the long term implications. Lucile recommended posting hours nearer to the parking lot to avoid visitor's parking and walking to the front door before learning of opening hours.

Alexandra suggested the Advisory Council needs to be renewed as it has not been an active entity recently. There are currently 20 members. With the directive of AAM to better define the Advisory Council this is an opportunity to develop appropriate membership responsibilities, rethink the purpose, function, and membership of the group, and to move forward with identifying and seeking membership for 2017/18. Alexandra has asked Richard, Sonya, and Marcia to work with her initially on this project and further details will be brought to the Board. Alexandra also suggested the retiring Board Chair should be automatically placed on the Advisory Council.

Director's Report: Richard Tobin presented his report in a Power point format. He reported the fall exhibition "Divergent Works" will open on Friday, Oct 6 with the Director's Circle and Members openings. The exhibition will be up until January 14, 2018. He shared copy in process of being finalized for the interpretive material for the exhibition.

Richard also discussed the need for more complete details and interpretive information of works on our on-line site. This is continually being addressed and worked on by Collections staff. He also noted the desire to both lend to and borrow works from important collections to enhance the Museum's exhibitions.

The physical plant continues to present ongoing issues with repairs and maintenance. Richard explained the resources we are working with from the UNM main campus in advising and helping with various concerns including changes needed for fire safety compliance, boiler system repair, and on-going maintenance agreements. The repair of the Alcalde building portal is in process. There are concerns about our fire suppression system and potential damage to collections if it had to be used. Other systems including dry-pipe suppression and FM200 suppression may be considered depending on the university's commitment to protecting its collections.

Richard will present an Annual Report in October and plans to use pie charts to help provide clarity to the report.

Budget/Financial Report: Lacy presented the Operating statement for June 30, 2017. She advised the “Bash” funds are not included in the financial statement due to timing issues with the fundraising event occurring so close to the year end. Stephanie pointed out that this accounting method does not accurately reflect the true picture as the budget reflects funds to be raised in 2017, which are now being reported in FY 2018. Discussion ensued on possible ways to remedy this situation. Lacy also provided the Operating statement ending July 31, 2017 (one month in to the new fiscal year).

Collections Report: Matt Thomas presented the Collections Department report (attached). Matt pointed out the Inventory due to UNM is complete. Work continues on photographing and further reviewing the small number of remaining works to be considered for acquisition.

Matt reported for Collections committee chair, Janet Webb, who had to leave the meeting prior to her report. The Collections committee recommends the approval of seven works/collections to the Board for acquisition (attached). The recommendation includes works by Mimi Saltzman, Cliff Harmon, Willard Clark, Tony Magar, Bea Mandelman, Michael Klein, and the Reiquam (spelling?) book collection. Libby Washburn moved to accept the works presented. Stephanie seconded.

Matt stated the Committee requests any donations of art works, that need to be processed in the 2017 calendar year for the donor, be offered by November 1.

Alexandra mentioned off-site storage (or storage in another area of the Museum) is being considered for non-accessioned works available for fundraising purposes. This would make available more space in the collections storage area.

Collections Committee Report: Presented by Matt Thomas in regular Collection report.

Education/Museum Learning report: Jayne Schell provided a print out of the Art in the Schools Final Report 2016/17 and discussed current programs. Anansi School has been added for this year.

Membership/Volunteer/Marketing Report: No report

Development Report: Sonya Davis handed out a Strategic Fundraising Priorities report originally created in 2011, but not ratified by Board at that time. This “needs report” should not be a public document, but Sonya asked that each board member review, identifying completed items and future needs. She stated that Endowment is critical, but she needs input for all other needs of the Museum. She feels this document, with revisions, can form the basis of a plan for the 100th Anniversary campaign and will coincide well with the HMA2020 plan. Sonya also reported that she has received information from other Museums with

regards to their Advisory groups to use in formulating our new plan.

Public Comment: No public comment

Adjournment: A motion to adjourn was made by Stephanie and seconded by Dora. The meeting adjourned at 4:10pm.

Respectfully submitted,

Marcia B. Winter
(serving in the absence of regular minutes taker)