

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

Meeting Minutes, August 16, 2019

Arthur Bell Auditorium, 11:00 AM

Governing Board Members Present: Alexandra Benjamin, Barbara DeVane, Stephanie Bennett-Smith, Dora Dillistone, Juanita Lavadie, Karl Halpert, Nicole Dopson, Diane Reyna, Janet Mockoviak, Conferenced in: Paula Fasken

Staff Members Present: Sonya Davis, Juniper Manley, Lacy Cantu, and Susie Crowley (taking minutes)

Invited Guests: Marcia Winter, Steve Rose, Sheree Livney, Larry Ryan, Francisco Certain, Gus Foster

Handouts: Agenda; Meeting Minutes, June 28, 2019; Board Chair Report; Director's Report; FY19 Financial Report; FY20 Budget Report; Development Report; Collections Committee Report; Education Report; Collections and Registration Report; Facility Report; Governing Board Terms and Expirations; Art in the Schools - Program Evaluation Report and Schedule of Programs.

1. Confirmation of Quorum: Confirmed. Meeting called to order 11:08 AM.
2. Approval of Agenda: Diane made a motion to approve the agenda; Stephanie seconded, all approved.
3. Approval of June 28, 2019 minutes: Janet made a motion to approve the minutes; Dora seconded, all approved.
4. Board Chair Report:
 - a. Alexandra Benjamin welcomed all and discussed the importance of orientation to aid in everyone's understanding of our vision, mission, board development and involvement.
 - b. Introductions, including guests, were made. Alexandra gave a summary of her background as it related to the Harwood.
 - c. The orientation booklet was presented, including the Harwood's history. Members of the original board were listed, and special mention was made of Marcia Winter, who served for 7 years, and Dora Dillistone, who is beginning a third 3-year term.
 - d. We now have a new director, a new board, and a new direction.
5. Director's Report:
 - a. Juniper reviewed the focus of her first three months as director, from May 15 to August 15, 2019, which included an internal SWOT analysis, an external listening tour, staff re-organization and budget revisions. The curator position has been posted. September 30th is best consideration date for the applications.
 - b. Juniper's focus for the coming months will include fundraising, strategic goal setting, external listening with the Pueblo and Educational communities, Endowment Campaign prep, data analysis, and improving security and donor stewardship.

- c. The Judy Chicago exhibition has increased store sales by 131% compared to the 2018 Larry Bell exhibition; museum attendance is up by 108% in the same period.
 - d. New staff roles include Susie Crowley as the Donor Relations and Volunteer Manager; and Shemai Rodriguez as the Community Engagement and Membership Manager.
 - e. Exhibition updates: Studio 238 will feature Jonathan Blaustein: *Party City is the Devil* September 6 – November 10. The upcoming winter and spring exhibits include Dean Pulver (wood sculpture); Subhankar Banerjee (large scale photographs); a Bea Mandelman exhibit and premier screening of a PBS documentary about Mandelman. Summer 2020 (in process) will feature the *50th Anniversary of Return of Blue Lake* and *Vision 2020*.
6. Finance/Budget Report:
- a. Nicole noted that the original FY20 budget presented in April was a shell budget revised in May after the legislature made accommodations with the State. Juniper will be working with Harwood departments as well as Fiscal Shared Services to finalize Budget revisions. The FY20 budget will be ready for Board approval at the October 11th meeting.
 - b. Francisco presented the FY19 Harwood Operating Budget as of June 30 and stated that the Actual Revenue was higher than last fiscal year, as were the Endowments.
 - c. Although the Museum Store indicated better operating revenue throughout FY19, the total operating revenue for the Museum was down from FY18. Potentially Museum Store sales during the Judy Chicago Exhibition will balance out the incurred expenses.
 - d. The Education Department is anticipating funds will come in FY20 that will make up for the current shortfall.
 - e. Total Instruction and General expenses are showing \$100K in the black due to Salary Savings from the absence of a Director during FY19
7. Development/Fundraising Report:
- a. Sonya reported that a total of \$908,265 was booked to the UNM Foundation on behalf of the Harwood for FY19. Development contacts included 148+ face-to-face visits and 256+ non-contact "reaches" via phone, email, and other correspondence.
 - b. Proposals totaling \$6,785,000, which include cash, art, estate gifts, and real estate, are in development, in progress, or pending.
 - c. Regarding a potential Endowment campaign, there have been 15 internal feasibility interviews so far, with additional interviews pending. At the October 11 board meeting and retreat, members will review the feasibility study, and at the November 22 meeting will vote on whether to launch the campaign.
 - d. The Clark Funk residual trust is now the Montaner Trust. The trust will provide the Harwood roughly \$30,000 a year in unrestricted funds for 20 years.
 - e. Parking lot improvement fundraising is pending in order to meet risk management requirements. Juniper will oversee fundraising efforts with UNM and UNMF.
 - f. A planned giving presentation (for estate gifts) is being developed for spring 2020.

- g. June 20, 2020 is the date for the 4th Annual Bash at the Blake. A donor cultivation party will be held at George and Jan Bornstein's home on Sept. 28.
8. Board Development Committee Report:
- a. FY19 Committee members are Diane Reyna and Stephanie Bennett-Smith. Stephanie reported that she made a presentation to the Regents for their approval of our new Governing board members. The Regents approved and commented that they were impressed with the new board members. Members should talk to Stephanie and Alexandra about committee nominations. There will be further discussion at the October 11 meeting.
9. Collections Committee Report:
- a. Steve Rose is succeeding Janet Webb as Collections Committee Chair beginning FY20. The committee hopes to add new members in order to provide more diversity and broader expertise. For future presentations, the committee plans to project artwork images on a large screen for board consideration of the artworks proposed for the Permanent Collection.
- b. The Collection Committee is developing a Long-Range Strategic Plan, and planning a Collection Committee retreat.
- c. The committee recommended the following pieces for acceptance into the collection:
- a mixed media painting by Ted Egri
 - a collage by Doris Cross
 - black and white photos by Sharon Stewart
 - a lithograph by Judy Chicago
 - a photograph of Rosa Ellis by Robert B. Miller
 - several works from the Clark Funk estate
- d. Karl moved to approve the entire list of recommendations into the Harwood Permanent Collection; Diane seconded; Stephanie abstained; all others approved.
10. Alliance Report:
- a. Sheree Livney succeeded Linda Warning as the Alliance Chair beginning FY20. Sheree stated that the Harwood Alliance is its own 501c3, created to raise funds for the Harwood Museum; funds raised by the Alliance are transferred to the Harwood Unrestricted Account. Sheree will look to Governing and Alliance Board members and to staff for guidance as the new Alliance Chair. The Alliance is seeking input for fundraising ideas. The Art of Wine event will not be continued in FY20.
- b. The Bash at the Blake is set for June 20, 2020. Contact either Sheree or Sonya for Bash Sponsorships info.
- c. At the October 11th Governing Board meeting the Alliance will present their FY20 budget for review and approval.
11. Education Report:
- a. Jayne Schell presented an Art in the Schools slide show featuring students in the museum galleries and creating art in the Education studio.
12. Public Comments: No public comments.
13. Adjournment: Diane made a motion to adjourn the meeting; Stephanie seconded, all approved. Meeting adjourned 1:08 PM