

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

Meeting Minutes, June 26, 2020

Virtual Zoom Meeting, 11:00 AM

Governing Board Members Present: Alexandra Benjamin, Dora Dillistone, Karl Halpert, Arif Khan, Diane Reyna, Barbara DeVane, Tom Tkach, Janet Mockovciak, Stephanie Bennett-Smith, Tim Larsen, Nicole Dopson

Governing Board Members Absent: Juanita Lavadie

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

Others Present: Lucile Grieder, Cindy Grossman, Sheree Livney, Patti Day, Shawn Berman, Marcia Winter, Sherry Parsons, and Gus Foster

Handouts: Agenda; Meeting Minutes, May 8, 2020; Director's Report including Re-Opening Plan; FY20 Financial Report and Operating Statement; Development Report; Governing Board Directory; 2020/21 Meetings calendar

Confirmation of Quorum: Confirmed. Meeting called to order 11:04AM. Today's meeting is via Zoom and is recorded.

1. Approval of Agenda: Nicole Dial-Kay's Curatorial Report should be taken off the agenda. Barbara made a motion to approve the adjusted agenda; Dora seconded; all approved.
2. Approval of May 8, 2020 minutes: Stephanie made a motion to approve the minutes; Dora seconded; all approved.
3. Board Chair Update:
 - a. Alexandra announced that this is our Annual Board meeting and is usually held in June at the beginning of the new fiscal year. She announced that there is much to celebrate over the past fiscal year such as Juniper as the Director, as well as the successes of Bash and the Annual Appeal. Looking ahead we face many challenges brought on by the pandemic, yet we remain positive as the Endowment campaign has successfully kicked off and we are excited with our new Curator Nicole Dial-Kay.
 - b. As we shift into FY21 we continue to move forward with the Strategic plan; committee members include a Board and Staff team including Tom Tkach, Janet Mockovciak, Amy Rankin, and Nicole Dial-Kay. This orientation is under way and the team is seeking suggestions for richer and more diverse sessions. Thanks to all those who have been involved in this process.
 - c. Thanks to those Board members who have completed their Governing Board commitments – Diane Reyna and Tim Larsen.

- d. We are pleased to announce that the allocated Legislative monies that were granted to the Harwood this year for the elevator upgrade and parking lot have come through. It is advised that we spend these funds for the designated projects right away.

4. Director's Report:

- a. Juniper announced that she remains busy yet flexible during this time of remote working. She gives kudos to the staff as they are problem solvers and appreciate the needs for a re-organization of duties during this time to remain productive.
- b. Pending permission from the Governor, the Harwood will plan to re-open on July 9. See included Re-Opening plan for protocols and more details. During this time of closure, the museum store is conducting inventory and summer installations of Las Santeras and Contemporary Art/Taos 2020 are in progress. Please join this month via Zoom at 5PM for Nicole's first Harwood exhibition preview featuring Las Santeras with co-curator Gustavo Victor Goler.
- c. Ongoing projects include the redesigning of the Harwood website as it is in the bidding phase currently while we search the best option. Arif has been assisting us with a ½ million-dollar grant for IMLS to support digital access to the Harwood collection.

5. FY20 Financial Report/Operating Statement:

- a. Nicole Dopson presented the Harwood fiscal year 2020 finance report in comparison to the Global UNM budget: During Special Legislative Session, the state has presented revisions to the UNM budget that impact a 4% reduction to the General Fund. There is also a \$5.7M CARES act/ credit reduction in conjunction with a 10% enrollment decrease. These cuts will reflect about \$20M revision to the FY21 UNM budget which will then affect the Harwood's I&G income from UNM by less than 8%.
- b. Nicole then went on to discuss the Harwood's Operating Statement in detail as of May 31 by mentioning that the FY20 actuals look favorable under the circumstances with a beginning reserves total of just under \$600K that will not change. We exceeded our budgeted Gifts & Grants Revenue by about 40%; this is because we acquired \$122K in Deferred Restricted Gifts. Other helpful sources of revenue this year included our first 6 figure donation, escalated fundraising efforts and a healthy start to the Endowment campaign. We however did not quite reach our Operating Revenue for the year due to no new revenue since March 15.
- c. The Operating Expenses were well managed and reduced to stay within the FY20 budget. Museum maintenance ran a little high as this reflected unforeseen time available for necessary cleaning, painting, etc. The final FY20 actuals for the Harwood's ending Reserve Balance is just under \$1M which is great moving forward into FY21 and for facing the fiscal challenges that FY22 will present.

6. Development Report:

- a. Sonya stated that the UNM Foundation is processing gifts again, but the process remains slow. Sonya announced a \$750,000 new bequest pledge was made that is meant to support the Endowment Campaign! The 3-year Endowment Campaign has already met 30% of its \$6M goal which is going well despite the pandemic and the expected challenges in FY21.
- b. The Development Committee involving Barbara DeVane and Lucile Grieder has been making wellness calls to the Director Circle Members = Thank you! This committee has also been working on a fundraising schedule and analyzing the needs for the Parking Lot.
- c. Giving Tuesday; an artist mini campaign was successful in raising just over \$10K which provided \$235 to each of the 43 summer artists. Inspired by Giving Tuesday, new donor = the Grace Foundation announced their intended gifts of \$10K/year for the next 3 years.

8. Board Development Committee:

- a. Stephanie welcomes the new Governing Board members and thanks them for joining. She states that if anyone has any new nominations for potential Board members, please see Stephanie.

Action Item: Barbara DeVane proposes the slate of the FY21 Harwood Governing Board Officers as:

Chair = Alexandra Benjamin

Co Vice Chairs = Stephanie Bennett-Smith and Karl Halpert

Secretary = Dora Dillistone

Treasure = Nicole Dopson

Janet Mockovciak seconds this movement. All approve. Motion carried.

9. Alliance Report:

- a. Alliance Chair, Sheree Livney announced specifically for the new Board members' knowledge that the Alliance is its own 501©3 and assists with conducting fundraising events for the Harwood. These Fundraisers bring in unrestricted monies for the Harwood to use for Operating Expenses.
- b. Sheree stated that in reviewing the FY20 budget, without the Bash that was intended to bring in about \$80K in June, we will face a fiscally challenging FY21. The Alliance is looking into the process of conducting an on-line Auction this fall. They are seeking art for this fundraiser – see Sheree for more details. They are also currently seeking online auction platform options.
- c. The Alliance wrote 43 checks to summer exhibition artists from funds raised online via the Alliance account during the Giving Tuesday Now campaign.

10. Strategic Planning update:

- a. Juniper stated that the Harwood's Strategic Plan will represent the next 3 years and will commence in 2023 with the Harwood's Centennial. There have been multiple meetings conducted with both Board members and Staff where revising the vision and mission are helping to better seek our goals along with the needed strategies and initiatives to achieve these goals. A UNM Strategic Planning team is working with the Harwood staff and Board to better define the following:

Sustainability – with 3 goals

Excellence in Art & Learning Experience – with 3 goals

Diversity & Relevance – with 2 goals

Stewarding Harwood Legacy – with 3 goals

A draft of this plan is available for review as we seek your feedback.

11. Public Comments: none

12. Adjournment: Stephanie made a motion to adjourn, seconded by Dora.

Meeting adjourned at 12:39 PM.