

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

Meeting Minutes, May 21, 2021

Virtual Zoom Meeting, 11:00 AM

Governing Board Members Present: Alexandra Benjamin, Dora Dillistone, Karl Halpert, Janet Mockovciak, Sherry Parsons, Patti Day, Shawn Berman, Arif Khan, Harris Smith, Stephanie Bennett-Smith, and Lucile Grieder

Governing Board Members Absent: Juanita Lavadie, and Cindy Grossman

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

Others Present: Gus Foster, AJ Carian, and Sheree Livney

Handouts: Agenda; Meeting Minutes, March 19, 2021; FY22 Budget and Operating Statement

Confirmation of Quorum: Confirmed. Meeting called to order 11:02AM. Today's meeting is via Zoom and is recorded.

1. Adoption of Agenda: Approved per Board Chair.
2. Approval of January 22, 2021, minutes: Approved per Board Chair.
3. Board Chair Update:
 - a. Alexandra stated that this is the last Board meeting before FY22. Scott McAdams is being nominated by the Development Committee in our June meeting. Scott is the Finance chair at Centinal Bank, he is also involved with the Taos Community Foundation, Chamber of Commerce and Holy Cross Medical Center.
 - b. The slate Officers for the FY22 Harwood Governing Board of Directors has been finalized. Officers are elected annually for a one-year term and include Chair, Vice Chair, Treasurer and Secretary.
4. Director's Report:
 - a. Juniper stated that the Harwood is adhering to CDC regulations and now enforcing mask-wearing only for those who are not fully vaccinated. Masks are optional for anyone who is fully vaccinated.
 - b. The Harwood's new hours for June are 11:00 – 5:00, Wednesday to Sunday, with free admission on the first Friday of the month. Admission is also free for the opening weekend of the *Santo Lowride* exhibition.
 - c. New hires include Chrissy Rukus as Customer Service Associate and Chris Hobash as Preparator. The position of Curatorial Assistant has been approved, with the new employee's name to be announced. The Curator of Education and Programs is still under review, yet we are hopeful for a decision to be finalized on the 25th of May. The position of Museum Store

Manager is not yet filled, and Juniper asked that we spread the word to help find someone.

- d. Juniper announced that Santo Lowride exhibition has been a knockout show, with a lot of press, local support, and engagement. On September 25, there will be a Lowrider Cruise and Community event which take place on the Taos Plaza, with banners to mark the event.
- e. Juniper reported on two collaborations, one with Taos Center for the Arts (tickets available online) and the other with the Paseo, where the Artist in Residence will make a presentation at 5:30 on June 8 at the Harwood.

5. Exhibitions Report:

- a. Juniper announced that there will be a brief tour with Curator, Nicole for a behind-the-scenes sneak peek at 2:30 on May 27 for the *Santo Lowride* exhibition. This tour is intended for the Consigners, Press and Docents to view the exhibit. The Governing Board is invited to attend as well.
- b. Security and cameras will protect the safety of a Lowrider car that will be on display in front of the museum during the length of the exhibition.

6. Development Report:

- a. Sonya shared that Greg Nelson had been a primary supporter for the *Santo Lowride* exhibition.
- b. Major gifts and fundraising activity resulted in \$829,349 for FY21.
- c. Sonya announced that the endowment campaign remains in a quiet phase at this time, but still wishes to thank everyone for their endowment support. It is the desire of the endowment campaign committee to seek 100% board participation with this endeavor. The total amount of endowment funds raised to date is \$1,897,253.
- d. Sonya thanked an anonymous donor for financially supporting the search for the Curator of Education & Programs position.
- e. Shawn, Chair of the Fundraising Development Committee, is looking for ideas for small events to show appreciation for donors & to answer questions regarding endowment. Lucile is now helping this committee.
- f. Development of a Commemorative print portfolio is underway as a potential fundraiser for the Centennial.

7. Centennial Committee Report:

- a. Stephanie reported that there have been two meetings so far with the Centennial Committee. Progress has been made, but there are still many questions and issues to be worked out.
- b. She expressed her thanks to all of those who are sitting as the sub-committee chair for the Centennial. We are looking forward to a great year.

8. Budget/Financial Report:

- a. Juniper presented the FY22 budget that has been in development with Francisco, seeking department feedback and reviewing 75 different indices since February. The final FY22 budget will be put on the June Board meeting agenda for hopeful approval.
- b. Highlights in the FY22 budget include: a UNM deficit (from several years ago) that we will pay \$10K toward; Unrestricted gifts include Alliance and Annual Appeal support; Annual distribution from the Funk Estate. 64% of Harwood funds come from I & G (Instructional & General)/UNM/State; the rest comes from earned income like gifts and grants.
- c. Juniper reviewed the Operating Statement as of April 30 by stating that there was a mid-year budget revision as projections have changed, but overall, the Harwood is in good shape fiscally and we will finish the year better than expected due to frugal staff and a generous giving community.
- d. Revenues are almost on target for membership goals; we have not yet met the Santo Lowride goal, and the operating revenue is down but expected to pick up now that we are open again. UNM gave an increase for cost-of-living via I & G support.
- e. Some expenses will increase but we will not exceed what is budgeted. Facilities has used funds for much needed upgrade of HVAC, elevator modifications, and boiler servicing. BR&R funds (not in operating budget) received \$85K for FY22 to support Facility maintenance.

9. Alliance Report:

- a. Sheree presented a review of the Alliance budget which reflected \$5,290 to be transferred to support the Harwood's Collections Care as well as \$2495 which will go toward a one-year Online Auction Contract expenditure.
- b. Upcoming fundraising events include an Online Auction in 2021 will be October 3 to 9, the Bash will be June 25, 2022 (alternate venues are being explored) and the Centennial Events Committee is dovetailing events with the Alliance.

10. Board Discussion:

- a. Alexandra is seeking open discussions, training suggestions and questions that the Board may have. Some topics included:
 - Process for selecting exhibitions.
 - How to showcase the collection
 - Criteria for art to be accessioned.
 - Gaps in collection – Board to search.
 - Strategic plan / mid-year review
 - Board/staff diversity

- How can we be better engaged with the community?
- Orientation involvement
- Evaluation of Museum best practices
- Social engagement for board

Poll: Are you comfortable meeting in person @ June meeting?

11 = yes, 1 = no

11. Public Comment:

Lucile was wondering how the progress is coming with the Parking Lot. Lacy reported that we are still moving forward with this project, but we have yet to receive a start date from the contractor.

12. Adjournment to executive session:

Stephanie moved to adjourn the meeting; Shawn seconded; Meeting adjourned at 1:14 PM.