

Board Minutes
GOVERNING BOARD OF THE HARWOOD FOUNDATION
OF THE UNIVERSITY OF NEW MEXICO

Friday, June 23, 2023

3:00 PM – Arthur Bell Auditorium

ZOOM MEETING LINK:

<https://unm.zoom.us/j/95748844284>

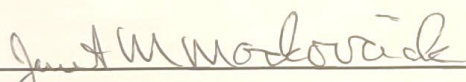
Attendees: Board Members: Scott McAdams, Dora Dillistone, Sheree Livney, Shawn Berman, Lucile Grieder, Vernon Lujan (Arrived late), Mary Gutierrez, Teresa Costantinidis, Janet Mockovciak, Nicole Dopson;
Staff: Juniper Leherissey, Francisco Certain, Katrina Ortiz (minutes); Committee members & Guests: Alexandra Benjamin
Absentee: Harris Smith

1. Call to Order, Confirmation of a Quorum, Adoption of Agenda
 - 3:05 confirmation of a quorum. Call to order- Hannah will not be doing a spotlight. Scott moves, Dora 2nds. All in favor.
 2. Approval of Consent Agenda (A)
 - Teresa makes a motion to amend the agenda to edit the agenda and remove the education committee report from the Consent agenda. Teresa Moves, Janet seconds
 - Janet moves to approve the minutes of the last board meeting 4/21/23 and approves the consent agenda Teresa 2nds both- all in favor.
 3. Board Chair Update
 - a. Board Assessment and Evaluation
 - Two documents were presented to evaluate the Board's skills and attributes.
 - b. Bylaws
 - Working on the bylaw revisions and should be able to present them at the next meeting and then send them to the Board of Regents to be approved and adopted.
 4. Director Report
 - Working on strategic planning.
 - Hiring:
 - The collections associate candidate has been selected and should be starting in the next couple of weeks. The Marketing and development position is being extended.
 - Store Manager position has closed. Have about 15 candidates
 - The other position is a teaching artist, which is a contract position
 - We are also looking for volunteers as gallery guides and to work with students.
 - Please report your volunteer hours before the end of Fiscal Year.
 - Outriders: Total attendance during the run of the exhibitions was 14,044. This included 7,386 general visitors to the museum from Oct 15, 2022 to May 21, 2023. During this time, an additional 2,842 people attended programs and events, with attendance to Dunton or Outriders specific programs at 553. During this time, our educational programs reached 3,816 people (2,450 youth and 1,366 adults), many utilizing the exhibition as the basis of programming.
 5. Strategic Plan Update included in Director's Report
 6. Centennial Committee (see written report)
 - Everything, Everywhere, All at Once At The Harwood-First 100 Years Celebration. - Acknowledgements
 - Sherry Parsons - community outreach
 - Janet Mockovciak worked with Gwen Fernandez on Education
 - Juanita Lavadie - library Liaison
 - Patti Day - special event
 - Alexandra Benjamin – PBS liaison
 - Lucille Grieder and Sonya Davis - development
 - Dora Dillistone – co-chair special events
 - Nicole Dial-Kay- exhibition schedule
 - Scott McAdams and Shemai – publicity
 - Susie Crowley and Shemai Rodriguez-staff liaison
 - The Exhibition Members Opening: 297 members attended.
 - Community Block Party Opening Day: 1,207 community members attended
 - 100th Harwood Anniversary Bash: 299 guests enjoyed the event
 - Lucile suggested a proposal to present the Georgia O'Keeffe to a select group of supporters and take them to the DH Lawrence Ranch as a fundraising opportunity.
 - Dora wants to give special credit to the curatorial team about how much time it took to bring this show together.
 7. Governance Committee
- Board Elections:

- 3 Board seats open
 - Lucile and Harris have agreed to continue with their 2nd 3-year term
 - Many names were brought forward by board members and staff. The Governance Committee reached out to suggested candidates. Many were not able to commit to the Board right now, but they may be willing to be on committees or serve in the future.
 - Candidates who are up for election are: Laurie Duncan Medley, Liz Neely, Romy Coloni
 - Scott looking for a motion to approve the three candidates. Shawn moves, Dora 2nds, all in favor
- Board Officer Elections
- Scott chair, Shawn vice chair, Janet secretary, Teresa-treasurer
 - Lucile moves, Dora 2nds. All in favor.
 - Committee Chairs:
 - Collections- Dora
 - Education- Janet
 - Finance- Teresa
 - Vernon moves, Sheree 2nds, all in favor
- Board Social Retreat(July 24 – Santa Fe or With the Grain at NMMA)
8. Alliance
 - Upload finances from the Bash. Had \$1700 contributed by former and current alliance members. Took in almost \$16,000 between tickets and raffle. Expenses were \$22,000. Many thanks to all the staff contributions.
 9. Collections Committee
 - All of the action items were taken care of at the last board meeting. The next committee meeting is July 27th. New member Santiago Vaca is coming onto the committee. Storage space is limited.
 - A discussion ensued regarding this complicated issue and the need for the committees to help with a plan since the staff doesn't have adequate bandwidth to do this. There are many different issues to be addressed included deaccession, collections, TMS storage, discussions with other museums. This is a critical aspect of our strategic planning.
 10. Financial Report-Fransico Certain-See Slides.
 - Education surpassed fundraising goal due to a generous multi-year gift and additional match funds for the Thrive campaign. All expenses are under budget and benchmarks. There are also a few salary savings.
 - FY24 Budget- Budget was approved in April Board meeting. Review documents.
 - Fundraising unrestricted funds is difficult so adding salary and marketing expenses related to exhibitions to those fundraising goals.
 - The 10% increase in I and G revenue is compensation and fringe benefits.
 - Juniper additions-The FY24 budget is more robust than in the past and is built from the bottom up based on planned activities by each team.
 - It was noted that each year we have had a surplus despite budgeting "reserve"
 11. Adjournment
 - No final comments

Shawn moves to adjourn Dora 2nds at 4:38- All in favor

Thank you letters- Sheree suggest we change up what the thank you notes say.



 Board Secretary

8/18/23

 Date