

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

Meeting Minutes, June 25, 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, Nicole Dopson, Arif Khan, Harris Smith, Juanita Lavadie, and Lucile Grieder

Governing Board Members Absent: Stephanie Bennett-Smith, and Cindy Grossman

Staff Members Present: Juniper Manley, Sonya Davis, Nicole Dial-Kay, and Susie Crowley (taking minutes)

Others Present: Gus Foster, Francisco Certain, Scott McAdams, and Sheree Livney

Handouts: Agenda; Meeting Minutes, May 21, 2021; FY22 Budget and Operating Statement; 5 FY22 Board topics; Scott McAdams' resume; FY22 Slate of Officers; Centennial Committee Report; 2022 proposed Harwood calendar

Confirmation of Quorum: Confirmed. Meeting called to order 11:06AM. Today's meeting is via Zoom and is recorded.

1. Adoption of Agenda: Juniper asked that the Curatorial Report be moved just after the Director Report. Shawn moved to approve the amended agenda, Karl seconded, all approved.
2. Approval of May 21, 2021, minutes: Dora moved to approve the minutes, Karl seconded, all approved.
3. Board Chair Update:
 - a. Alexandra announced that this meeting marks the end of the fiscal year as well as the COVID year. She shared her thanks for those who made contributions and helped us reach our goals.
 - b. Governing Board terms are ending for members Arif Khan and Stephanie Bennett-Smith. Both have accomplished and reached great outcomes during their term. Stephanie has supported the Harwood's Education department extensively, and Arif was instrumental in guiding the museum during our interim with no Director. Arif stated that he was thankful for the opportunity to serve and invites us all to visit him at the UNM Art Museum any time.
4. Director's Report:
 - a. Juniper noted that we are all glad to be back in the Museum! She also announced that the Harwood is in the re-hiring phase for Curator of Education & Programs (an offer has been made), Store Manager, and Customer Service Associate positions.

- b. It was also announced that Harwood's Unit Administrator, Lacy Cantu is retiring from her position of over 12 years, effective at the end of September 2021.
- c. The Harwood's new website will be launched on Monday. Juniper asks that everyone please review the site for any modifications needed. Let her know if you have any comments.

5. Curatorial Report:

- a. Nicole Dial-Kay announced that she has a new Curatorial Assistant, Emily Santhanam, who comes to us from the Chickasaw Nation and recently worked with IAIA in Santa Fe.
- b. The *Santo LowRide* Exhibition opened May 29 and 30 and received about 550 visitors that weekend! We have seen about 1,800 attendees since opening weekend. Our first Curator's Tour was sold out as this exhibition is well received by a diverse community.
- c. The *Return of Blue Lake* exhibition will now happen in 2021 per the request of the Taos Pueblo. We will provide gallery space to accommodate this exhibition. The Pueblo is building their own archives for the collection of Blue Lake materials that we have been storing for them.
- d. The Fall *Technology and Nature* exhibitions will be installed in October featuring Gus Foster's large scale panoramic photographs, and digital landscape photographs from the Thoma Foundation Collection.
- e. Nicole is currently visiting the *New Beginnings* exhibition at the Yellowstone Art Museum that will travel to the Harwood in the future.
- f. There will be a Collections Committee meeting July 13 to discuss 11 offers of gifts to the museum collection. The Collections Committee will report at the next Board meeting.

6. Board Development:

- a. Alexandra asked Scott McAdams to recuse himself from the meeting for the duration of discussion of his nomination to the Board. Scott's resume is very impressive with experience in Finance, Marketing and non-profits. Karl motioned to approve Scott McAdams appointment to the Governing Board, Janet seconded, all approved.
- b. Dora presented a slate of governing Board officers for FY22 that included: Alexandra Benjamin as Board Chair, Sherry Parsons as Vice Chair, Patti Day as Secretary, and Nicole Dopson (UNM) as Treasurer. All were in favor of the proposed slate of officers.
- c. Alexandra reviewed the list of Board topics and asked for comments. Arif wondered if these topics might be more relevant to the work of the committees. Janet wondered if any staff challenges could benefit from Board input or through a liaison? Alexandra thought that these

discussion topics could be reviewed at the next Board meeting or possibly at the mid-year review meeting. The vote regarding discussion topics was tabled.

7. Budget/Financial Report:

- a. Nicole Dopson explained that the Finance Committee establishes goals for FY22 with an unrestricted reserve contingency. They are simplifying the finance graphics so reporting is easier for the board to understand; will present a restricted and unrestricted endowment plan; will develop a multi-year plan with strategic input. The Committee will meet quarterly.
- b. Francisco highlighted the Operating Statement for FY21 through May 31, 2021. We surpassed our budgeted revenue in unrestricted gifts. There are still incoming grants to add to Education revenue. More endowments to arrive in June.
- c. Francisco noted that there were significant salary savings in FY21 due to limited staffing as indicated in the UNM Administration portion of the Expense side of the budget. Overall, the operating statement reflects the actuals are better in FY21 than in FY20, and amazing to bring in such revenue during the pandemic.
- d. Juniper presented the modified FY22 budget that has been in development with Francisco. She projects \$1.1M in reserves. Some of the FY22 revenue is rollover, anticipated, and projected with the realization of needed fundraising to make these numbers happen. We are hoping to receive more support in operating revenue than last fiscal year as this is anticipated post-pandemic. There was an increase in I&G funding from UNM this year to assist with salaries.
- e. Each Harwood department provided input for their FY22 operating expenses. This process required departments to look ahead and reflecting on their anticipated expenses. There is a significant increase in the Exhibition expenses reflecting the funding for Centennial projects. The net income reflects roll-over reserves, not deficit. The total expenses reflect the budgeted reserves.
- f. Janet moved to approve the FY22 budget, Shawn seconded, all approved.

8. Centennial Committee Report:

- a. Alexandra, on Stephanie's behalf submitted the Centennial Report which provides priorities and development of the Committee. Karl moved to approve the Centennial Committee Report, Shawn seconded, all approved. The Centennial Sub-Committee Chairs are Sherry: Community Engagement, Scott: Marketing & Promotion, Lucile: Finance, Patti: Education & Programs, and Dora: Events.

- b. Sherry announced that there was a Brainstorm event held at the Harwood on June 9th that convened 27 art organization leaders to discuss community involvement around the Harwood's Centennial. .
- c. Dora shared that her sub-committee has a tentative kick-off party planed at Angladas. The theme is "Roaring 20's" and is slated for solstice weekend 2023 in tandem with the Alliance's Bash fundraising event.
- d. Education & Programs: Juanita is working on a project involving local youth to capture memories about the Harwood's history.

9. Development Committee Report:

- a. Sonya shared that according to UNM Foundation's gift report, this fiscal year to date has processed \$838K of in-kind, pledges and gifts for the Harwood Museum; \$38K of which include endowments. Currently the Endowment sits at \$1.9M. We are in a re-education phase regarding activities surrounding the Harwood endowment.
- b. Shawn stated that the next steps for development and fundraising for both the Endowment and Centennial would be to meet as a group then individually.

10. Public Comment:

Juniper announced that the Harwood will launch "1st Fridays" extending free hours to the community on the first Friday of the month from 5-7PM. We are slowly lifting restrictions.

Susie reminded the Board as volunteers to log their volunteer hours on the website as she is tracking FY21 hours.

Alexandra asked that we all review the board meeting calendar.

The Alliance is seeking contributions of auction item for the Fall fundraising auction. Contact Sheree or Dora.

Everyone welcomed Scott McAdams as our newest board member!

11. Adjournment:

Dora moved to adjourn the meeting, Shawn seconded, meeting adjourned at 12:42 PM.