

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
MUSCATINE ART CENTER**  
January 16, 2025

**Present:** Mark Latta, Aarzoo Baharani, Sara Fitzer-Huston, David Meloy, Kathleen Halmeyer, Mark Seaman, Ann McCarthy, and Vince Lawson

**Absent:** Geri Kent

**Staff:** Melanie Alexander

**Call to Order:** The meeting was called to order by Latta at 12:00 PM.

**Visitors:** None present.

**Minutes:** Minutes of the November 2, 2024, Regular Meeting of the Board of Trustees were reviewed and discussed. Moved/seconded (Baharani/Seaman) to approve the minutes. Motion carried.

**Bills for Approval:** Bills in the amount of \$2,393.08 were presented, reviewed, and discussed. Moved/seconded (Meloy/Lawson) to approve the bills as presented. Motion carried.

**COMMITTEE REPORTS**

**Long-Range Planning:**

Members of the board should plan to gather as a group for the online presentations in Loper Hall conference room on the Muscatine Community College campus. There was discussion/review of the three responses to the RFP.

The Board also discussed what de Novo needed for input from the Board and staff to make further progress in the rebranding.

**Finance & Budget:**

The Art Center's budget presentation is scheduled for Saturday, February 1<sup>st</sup>. While the time is not specifically set, the Art Center's turn typically takes place around 1:00 p.m. Board members are encouraged to attend the presentation at City Hall.

The Support Foundation Advisory Committee will meet February 11 to review this year's expenditures and income and decide the budget for 2025.

**Collections:**

The process for converting data from the existing database (Mimsy) to the new collections database (PastPerfect) is underway. During this transitional period, no new records or edits to existing collection records can occur. The formatting process may take two weeks.

**Building & Grounds:**

Nothing to report.

**Community Engagement**

Eagles & Ivories will be held in Muscatine the week of January 12<sup>th</sup> with events at the Muscatine Art Center on January 18<sup>th</sup> and 19<sup>th</sup>. Please mark your calendar for February 20<sup>th</sup> at 6 p.m. when Muscatine Community College will host the Alexander Clark Series. This year's program is a collaboration between the Muscatine Art Center and Global Education at Stanley Center involving the commission of an MFA Playwright candidate to create a play

based on the Alexander Clark family. There is also a piano concert on February 22<sup>nd</sup> in the Music Room. Dr. Marian Lee will present this free program.

**Personnel:**

The new Education Coordinator is Rachael Mullins who will begin on February 3<sup>rd</sup>.

Darin Thomas has stepped into the position as Maintenance Technician (focused on maintaining HVAC, other mechanical equipment, etc.). This position was formerly held by Steve Hammann, Rene Rada has been hired to fulfill the Custodian's Position, and he began on January 6<sup>th</sup>.

A motion was made by Baharani to approve travel for Alexander to the "Building Museums" conference in St Louis. The motion was seconded by Lawson. Motion approved.

**Director's Report:** In Packet

**Unfinished Business:**

**New Business:**

Next Board meeting – February 20th at 12:00 P.M.

**Adjourn:**

Moved/seconded by (Haltmeyer/McCarthy) to adjourn. The motion carried and the meeting adjourned.

Respectfully submitted,

Aarzoo Baharani  
Secretary  
Muscatine Art Center Board of Trustees