

**MINUTES
MUSEUM OF THE GREAT PLAINS AUTHORITY
REGULAR MEETING
WEDNESDAY, APRIL 21, 2021
5:30 P.M.**

Jill Ryans, Chair, called the **Regular Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:33 p.m., April 21, 2021, at the Museum of the Great Plains' Louise D. McMahon Hall. Notice of the meeting and the agenda were posted at City Hall and the entrance to the Museum of the Great Plains, as required by Law.

1. Roll Call.

PRESENT: Jill Ryans, Clay Zelbst, JoAnne Gaasbeck, Minnette Page, Blaine Adair, Sharon Cheatwood (5:40pm), Mary Ann Hankins, Kassidy Legako, Carey Monroe, Robert Morales, Tresea Moses (5:55pm), and Cornel Pewewardy. **ABSENT:** Ellouise Love, Yuri Schendel, and Marcus Wilcoxson. **ALSO PRESENT:** Bart McClenny, Mary Owensby, Deb Baroff, Trevor Williams, and Jim Whiteley (MGPA staff).

2. Consent Agenda – *The following item is considered routine by the board and will be enacted with one motion. Should discussion be desired on an item, that item can be removed from the consent agenda prior to action and considered separately.*

a. March 17, 2021 Regular Meeting Minutes

Table until May meeting; wrong Minutes were submitted for approval.

3. Old Business

a. Tour weather-related damage to museum

McClenny led board members to the kitchen, back offices, and shop areas to view the demolition.

1. Status of repairs

McClenny stated DriRight (Clayton Hutson) is waiting on the City's insurance (OMAG) to pay so reconstruction can begin. Payment and work should begin in May 2021.

b. Trading Post project

1. Bill Bailey's visit, March 18

McClenny reported Bill Bailey delivered a Final Bid sheet (handout).

1. 10% contingency

Bailey's Final Bid included a 10% contingency of \$48,400 bringing the total cost of the project to \$532,400. **MOTION** by Page to accept the Final Bid including the contingency. **SECONDED** by Monroe. **ROLL CALL ON MOTION: AYE** Jill Ryans, Clay Zelbst, JoAnne Gaasbeck, Minnette Page, Blaine Adair, Sharon Cheatwood, Mary Ann Hankins, Kassidy Legako, Carey Monroe, Robert Morales, and Cornel Pewewardy. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

2. drafting and engineering services

McClenny stated Bailey visited with Wendy Tatrout (Drafting and Design) and Paul Brune (Structural Engineer) while in Lawton. McClenny discussed the handout, a Proposal for Construction Plans submitted by Tatrout which includes Brune in the amount of \$33,000. **MOTION** by Gaasbeck to accept the Proposal for Construction Plans. **SECONDED** by Cheatwood. **ROLL CALL ON MOTION: AYE** Jill Ryans, Clay Zelbst, JoAnne Gaasbeck, Minnette Page, Blaine Adair, Sharon Cheatwood, Mary Ann Hankins, Kassidy Legako, Carey Monroe, Robert Morales, and Cornel Pewewardy. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

c. Museum of the Great Plains Authority municipal trust indenture amendment

1. April 21 meeting with Mayor Stan Booker

McClenny reported that he and Owensby met with the Mayor to discuss proposed changes to the Trust Indenture regarding selection of MGPA Trustees. The Institute has dissolved and the McMahan Foundation feels they do not need to select trustees. The Mayor stated the City Council should continue to select three trustees to the MGPA board. The remaining trustees will be selected by the Trust Authority.

d. Governance committee

1. FY2022 nominations

Nominee names were not submitted from the board; therefore, Page stated the Governance Committee will name nominees and bring to the board for approval in June.

4. New Business

a. March 2021 Financial Statements

MOTION by Hankins to accept the March 2021 Financial Statements. **SECONDED** by Page. **ROLL CALL ON MOTION: AYE** Jill Ryans, Clay Zelbst, JoAnne Gaasbeck, Minnette Page, Blaine Adair, Sharon Cheatwood, Mary Ann Hankins, Kassidy Legako, Carey Monroe, Robert Morales, and Cornel Pewewardy. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

b. FY2022 budget

McClenny presented the proposed FY22 budget which includes an increase in the City's allocation from the general fund to \$510,000 (from \$475,000) and \$50,000 (from \$25,000) in the hotel/motel allocation. McClenny stated he mentioned to the Mayor that ten years ago the total allocations were \$615,000.

c. Paid time off (PTO) policy for part-time employees

McClenny explained part-time staff work on weekends; therefore, the accrued PTO is being taken when the museum needs staffing the most, on the weekends. To ensure the front desk and gallery are manned appropriately on weekends, he is proposing to remove accrual of PTO for part-time staff. **MOTION** by Page to change the PTO policy for part-time employees. **SECONDED** by Moses. **ROLL CALL ON MOTION: AYE** Jill Ryans, Clay Zelbst, JoAnne Gaasbeck, Minnette Page, Blaine Adair, Sharon Cheatwood, Mary Ann Hankins, Kassidy Legako, Carey Monroe, Robert Morales,

Tresea Moses, and Cornel Pewewardy. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

d. “Shuttered Venue Operators Grant” (SVOG)

McClenny reported that CPA Patrick Croke has filed paperwork for the Shuttered Venue grant. The exact amount we will receive is not known at this time.

e. Arvest Bank proposal

McClenny stated Gene Love with Arvest Bank met here wanting to offer Arvest’s services for additional investments and employee retirement plans for the museum. He will get back with us with a comparative proposal for the retirement plan. The museum currently deals with David Denham of Merrill Lynch.

f. Landscape plan

McClenny discussed the need for hiring a landscaper to clean-up all the flowerbeds around the museum grounds and the median area where the statue is between the museum and the McMahon auditorium. After February’s snowstorm, there are large bushes that need to be removed and trees trimmed. One company quoted a price of \$45 per hour per person, for a team of three workers with a three-hour minimum. Being the Museum of the Great Plains, McClenny would like to have native plantings established. McClenny said staff will get three bids from landscapers.

g. Summer program

1. Form ad hoc committee

Volunteers for the summer program committee are Jill Ryans, JoAnne Gaasbeck, and Sharon Cheatwood.

h. Robert Morales to join Collections Committee

McClenny reported that Robert Morales has agreed to serve on the Collections Committee.

5. Upcoming meetings

The MGPA’s next board meeting will be Wednesday, May 19th.

7. Comments and/or Audience Participation - None

8. Adjourn – 6:30 p.m.

Respectfully submitted,

Mary Owensby, Acting Secretary
Museum of the Great Plains Authority (MGPA) Board of Trustees

Jill Ryans, MGPA Chair