

**MINUTES
MUSEUM OF THE GREAT PLAINS (MGP) AUTHORITY
REGULAR MEETING
WEDNESDAY, SEPTEMBER 21, 2022
5:30 P.M.**

Carey Monroe, Chair, called the **Regular Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:30 p.m., September 21, 2022, in the Louise D. McMahon (LDM) Hall. Notice of the meeting and the agenda are posted at City Hall and the entrance to the Museum of the Great Plains, as required by Law.

Call to Order with Roll Call.

PRESENT: Carey Monroe, Yuri Schendel, Linda Chapman, Ellouise Love, Robert Morales, Eva Williams, and Victoria Zelbst. **ABSENT:** Jill Ryans, JoAnne Gaasbeck, Sharon Cheatwood, Ryan Studebaker, and Joe Williams. **ALSO PRESENT:** Sean Garibay and Seth Covey of Arvest Wealth Management and Bill Bailey of Historical Applications. MGP staff Bart McClenny, Kevin Lawrence, Mary Owensby, Taylor Larson, Jim Whiteley, and Trevor Williams.

1. Business

a. Consider approving August 17, 2022, Minutes

MOTION by Chapman to approve the August 17th Minutes. **SECONDED** by Morales. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Chapman, Love, Morales, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

b. Consider approving June, July, and August financial reports

MOTION by Morales to approve the June, July, and August financials. **SECONDED** by Love. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Chapman, Love, Morales, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

c. Quarterly investment update by Sean Garibay, Arvest Bank

Garibay introduced client advisor partner, Seth Covey. Garibay explained the current investment portfolio and made recommendations. **MOTION** by Schendel to accept recommendations to remove \$200,000 and place in a principal protected non-managed fund; change the money manager from Lockwood to IMG (*International Management Group*); lowering the annual fee; and gaining more flexibility in stock holdings, with 62% stocks and 37.5% fixed income, staying within MGP's IPS (*Investment Policy Statement*). **SECONDED** by Love. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Chapman, Love, Morales, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

d. Discuss current "Simplified Employee Pension" (SEP) plan; take action if needed

McClenny reported David Denham, longtime Employee retirement financial advisor left Merrill Lynch and is now with Stifel (*Nicolaus & Company*). The board recommends looking at other investment companies to compare with Merrill Lynch before deciding to stay with Merrill Lynch or hiring another retirement firm.

e. Tour trading post worksite (moved to item 2.)

1. Consider approving payment to Historical Applications, Inc, in the amount of \$29,748 (Invoice #9)

MOTION by Schendel to approve payment in the amount of \$29,748 to Historical Applications, Inc. **SECONDED** by Morales. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Chapman, Love, Morales, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

2. Consider approving payment to Larrance Steel in the amount of \$23,168

MOTION by Morales to approve payment to Larrance Steel in the amount of \$23,168. **SECONDED** by Love. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Chapman, Love, Morales, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

f. Consider approving \$5,281 for repairs to existing gallery humidification system

Lawrence said the units have not been active since 2012. The \$5,281 is for analysis to determine if the system is repairable. There are seven tanks/filters which heat water to send humidity into the air. McClenny added some units are functional, but the cylinders do not work with the electronics anymore. There is no guarantee that the system will work. If they need to be replaced, the cost will be much more. After discussion, the Board asked to *table* this item until more information and cost for a new system and a timeline for repair vs installation be received.

g. Consider approving August 22 revision of FY2023 budget

McClenny explained when he gets the final (end of year) June financials he adjusts the current fiscal year's budget in minor ways. **MOTION** by Morales to approve the revised FY23 budget. **SECONDED** by Zelbst. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Chapman, Love, Morales, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

2. Reports – no action needed

a. Review September 8 award letter from The McMahon Foundation

McClenny reported The McMahon Foundation Board of Trustees approved a grant in the amount of \$500,000 for the trading post project. The disbursement schedule is in review, and the Foundation will let us know the payment timeline.

b. Discuss September 20 members-only night for OMN Gallery rotation

Lawrence said forty-nine people responded to the invitation and forty-one attended.

c. Status of “building envelope leaks” and HVAC repairs

1. Discuss consultation with Wendy Tatroult

McClenny stated Wendy has looked at the roof and windows, the EIFS (Exterior Insulation Finish System) and researched the leaks in the gallery. She is of the opinion the leaks are due to the installation methods used in the design and construction (1994) of the windows.

2. Discuss the September 12 City Council meeting

Museum staff attended the City Council meeting and leaks were discussed. The windows need to be flashed, sealed, and replaced.

d. Discuss lighting control issues in exhibit galleries

McClenny reported an unknown lighting panel was recently found which helped in controlling the gallery lights; however, the lighting control systems are aging out and need to be replaced.

e. Discuss gravel beds for rooftop drains

In years past, the drains fed into the storm sewer, but at some point, the cast iron drains apparently collapsed underground. The rooftop drains now flow on top of the soil which have washed away soil. To stop the erosion, gravel beds need to be installed.

f. Discuss museum program and events (Kevin)

Lawrence spoke about the various inquiries and plans for outreach to engage the public. Activities include the Boy and Girl Scouts, members-only nights, Neuro-Diversity times to include soliciting sponsors for sensory bags, memberships to Texoma Gives and Target Circle. Also, he reported MGP staff attended the recent Oklahoma Museum Association (OMA) annual conference in Enid where Jim Whiteley accepted an award for Honorary Mention for the Random Film exhibit.

g. Tentative American Association of Museums (AAM) site visit on November 7 and 8

McClenny said the AAM reaccreditation team will be on-site in November and may want to speak to several board members.

h. Pending Office Manager vacancy

McClenny said long-time office manager Mary Owensby will be retiring in April 2023. The museum will be searching for a replacement by advertising for the position in January.

3. Upcoming meetings

a. October 19 (Wed), Museum of the Great Plains Authority (4/11)

4. Comments, audience participation - None

5. Adjourn – Meeting adjourned at 7:06 pm

Respectfully submitted,

Mary Owensby, Secretary

For Museum of the Great Plains Authority (MGPA)

Carey Monroe, Chair MGPA Board