

MINUTES
MUSEUM OF THE GREAT PLAINS (MGP) AUTHORITY
REGULAR MEETING
WEDNESDAY, OCTOBER 19, 2022
5:30 P.M.

Carey Monroe, Chair, called the **Regular Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:32 p.m., October 19, 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.

1. Call to Order with Roll Call.

PRESENT: Carey Monroe, Yuri Schendel, Janice Bell, Linda Chapman, Sharon Cheatwood, Ellouise Love, Ryan Studebaker, Eva Williams, Joe Williams, and Victoria Zelbst. **ABSENT:** JoAnne Gaasbeck and Robert Morales. **ALSO PRESENT:** MGP staff Bart McClenny, Kevin Lawrence, Mary Owensby, Jim Whiteley, and Trevor Williams.

2. Welcome Janice Bell

3. New Business

a. Consider approving September 21, 2022, Minutes

MOTION by Love to approve the September 21st Minutes. **SECONDED** by Chapman. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Love, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** Cheatwood and Studebaker. **MOTION CARRIED (8-0).**

b. Consider approving September financial reports

MOTION by Studebaker to approve the September financials. **SECONDED** by J. Williams. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

c. Jill Ryan's resignation

- 1. Consider appointing new Vice Chair**
- 2. Consider recommendations to fill vacancy**

McClenny said Jill Ryan has resigned from the board, due to the recent sudden death of her husband and added responsibilities. **MOTION** by E. Williams to table c.1. and c.2. to the November meeting. **SECONDED** by Studebaker. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

d. Tour trading post worksite

1. Consider approving payment to Historical Applications, Inc, in the amount of \$32,099 (Invoice #10)

MOTION by E. Williams to approve payment in the amount of \$32,099 to Historical Applications, Inc. **SECONDED** by Schendel. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- e. Consider approving standalone “Code of Ethics,” as per American Association of Museums (AAM) guidance

MOTION by Bell to approve the standalone “Code of Ethics.” **SECONDED** by J. Williams. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- f. Consider approving “Collections Management Policy” revision, as per AAM guidance

MOTION by Cheatwood to approve the “Collections Management Policy.” **SECONDED** by Bell. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- g. Consider approving “Institutional & Operational Plan” revision, as per AAM guidance

MOTION by Bell to approve the “Institutional & Operational Plan.” **SECONDED** by Zelbst. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- h. Consider approving “Collections Assessment Program” study, \$5,575

MOTION by Cheatwood to approve the “Collections Assessment Program.” **SECONDED** by Love. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

4. Old Business

- a. Humidification system
 1. Consider approving proposal for repair, \$5,281; or
 2. Consider approving proposal for replacement (at Nov meeting)

McClenny stated the gallery has seven units which are not functional. The cost of system replacement is estimated at \$135,000; however, if only the canisters in each unit are replaced it will be \$5,281. There's no guarantee that all units will work with just canister replacements, but staff and the board feel it will be worth the expenditure. **MOTION** by Bell to approve repair/replacement of canisters in the amount of \$5,281. **SECONDED** by Studebaker. **ROLL CALL ON MOTION: AYE** Monroe, Schendel, Bell, Chapman, Cheatwood, Love, Studebaker, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (10-0).**

- b. Status of “building envelope leaks” and HVAC repairs**
 - 1. Awaiting proposal from Wendy Tatroult**
 - 2. HVAC status**

McClenny reported Wendy Tatroult has agreed to prepare a proposal for a report on the building envelope leaks which will be submitted to the City. The HVAC contractor has not been back to the museum for several weeks and there's been no word from the City on the HVAC status or leaks. *Chapman left the meeting at 6:30p.*

5. Reports – no action needed

- a. Discuss McMahon Foundation grant disbursement schedule**

McClenny said he spoke with Dana Parrish, Executive Director of the McMahon Foundation. The Foundation approved a grant for the trading post in the amount of \$500,000; however, their board would like to disburse funds over a two-year period; \$250,000 at the end of their fiscal year March 31, 2023, and the remaining \$250,000 in March 2024.

- b. Discuss AAM site visit, November 14 & 15**

McClenny asked the board to read the Accreditation Site Visit Report form which is included in their packet. He also asked that especially the board officers be available on the 14th or 15th in case the reviewers ask to speak with them. McClenny will prepare an Agenda for their visit and advise the board.

- c. Discuss Target Circle disbursement**

Lawrence reported the museum was invited to participate in Target Circle again and will receive a check in the amount of \$1,278.46. Also, they have invited MGP to participate in the next Target Circle campaign, which is rare because it is usually a one-time invitation.

- d. Discuss “Wichita Willie” mascot costume, \$8,460**

McClenny said staff has talked about having a mascot for special events and thought a prairie dog would be fitting. In the “People of the Plains” exhibit there is a stuffed prairie dog nicknamed “Wichita Willie.” Lawrence reported he obtained a quote for a complete costume with all accessories for \$8,460. After some discussion, the board chose to table the decision until more information is received. *Schendel and Studebaker left the meeting.*

e. Discuss “Take Apart Bison” refurbishment, \$18,550

McClenny stated the bison exhibit is showing signs of wear and tear. Through Science Museum of Minnesota, kidZib!ts prepared a repairs estimate quote of \$18,550. This would be paid through the Reynolds investment fund, set aside for gallery exhibit maintenance. Lawrence added repair will take six to nine months. The company rep told Lawrence although the tanning process can take up to nine months, if they start in December and place a rush on the process, the hide could be ready in as little as sixty days. Our bison form will have to be removed from the gallery floor and shipped to Minnesota for refurbishment.

MOTION by Bell to start the refurbishment process and pay the \$18,550 from the Reynolds investment account. **SECONDED** by J. Williams. **ROLL CALL ON MOTION: AYE** Monroe, Bell, Cheatwood, Love, E. Williams, J. Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (7-0).**

f. Discuss schoolhouse window refurbishment, \$10,000

McClenny said the wood around the windows in the schoolhouse is deteriorating very quickly due to not be painted properly at the time of installation. This expense will be budgeted in the next fiscal year beginning July 2023.

g. Discuss board Secretary position

McClenny said ideally a board member would be chosen to be Secretary and take minutes at each board meeting. The executive assistant has been taking minutes for the board; however, she'll be retiring in April 2023 and that position will need to be filled before that time.

h. Discuss upcoming events

- 1. October 25, “Journey of the Muskrat” program (general public)**
- 2. October 27, “Coffee’s Station Project” temporary exhibit, Bell Gallery (members and by invitation)**
- 3. November 7 & 8, Cameron University “Veterans Fair” booth**

McClenny said Bill Bailey will present a program at 7pm on October 25th, “Journey of the Muskrat” outside in the amphitheater, weather permitting. Bailey built a replica 1830s keelboat and sailed it down the Missouri River several years ago, and he will talk about his journey. McClenny added, this boat is currently at a museum in Missouri, and they no longer want it; therefore, Bailey is wanting MGP to accept the keelboat as a permanent exhibit.

McClenny stated the “Coffee’s Station Project” exhibit opening night event for members will start at 5:30pm on October 27th. It’s a temporary exhibit in the Terry K Bell Gallery showcasing the original build of the trading post in the 1980s to photos of the current rebuild. Refreshments will be served in the LDM Hall.

Lawrence said he was contacted by Cameron University inviting the museum to participate in their Veterans Resource Fair to be held November 7th and 8th. Lawrence and Living History Interpreter, Ian Swart will attend and set up a booth. Children will have the opportunity to stop by and learn about the 1830s fur trade, try on period clothing, and interact with staff.

6. Upcoming meetings

a. November 16 (Wed), Museum of the Great Plains (5/11)

7. Comments, audience participation

Monroe stated MGP was mentioned in TravelOK.com as the only museum in southwest Oklahoma that offers neurodiversity events.

8. Adjourn – 7:21 p.m.

Respectfully submitted,

Mary Owensby, Secretary

For Museum of the Great Plains Authority (MGPA)

Carey Monroe, Chair MGPA Board