

**MINUTES
MUSEUM OF THE GREAT PLAINS AUTHORITY
SPECIAL MEETING
WEDNESDAY, JUNE 14, 2022
5:30 P.M.**

Jill Ryans, Chair, called the **Special Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:30 p.m., June 14, 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.

Oaths of Office were administered to Eva Williams and Victoria Zelbst.

Call to Order with Roll Call.

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

- 1. Welcome Bill Bailey of Historical Applications, Inc.**
 - a. Discuss Trading Post project**

McClenny introduced Bill Bailey with Historical Applications, Inc. Bailey said he is so excited about this project. He and his apprentice have been on-site for six workdays. He said all is going well so far. He invited the Board to tour the worksite. All left the meeting for about 15 minutes to view the demolition site and hear Bailey's plan for the project.

2 New Business

- a. Consider approving May 18 Minutes**

MOTION by Cheatwood to approve the May 18th Minutes. **SECONDED** by Studebaker. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

- b. Consider approving the May 2022 Financial Statement**

MOTION by Studebaker to approve the May financial statements. **SECONDED** by Cheatwood. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

- c. Trading Post project**
 - 1. Consider approving progress payment to Historical Applications, Inc. for \$10,875.**

McClenny stated the board approved the project in the amount of \$617,400. Bailey is invoicing the museum as work is completed and this is invoice #5. **MOTION** by Studebaker

to approve payment of invoice #5 in the amount of \$10,875. **SECONDED** by Gaasbeck. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

2. Consider approving progress payment to Historical Applications, Inc. for \$8,000 (approximate)

MOTION by Gaasbeck to approve payment of approximate \$8,000 to Historical Applications, Inc. **SECONDED** by Studebaker. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

3. Consider approving purchase of 41 steel posts for stockade, \$18,000, plus freight TBD

McClenny explained the actual quote is \$17,425 plus shipping. The museum will pay Larrance Steel directly for these. **MOTION** by Cheatwood to approve the purchase of 41 steel posts for the correct price of \$17,425 plus freight. **SECONDED** by Studebaker. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

4. Consider approving purchase of steel decking for ADA ramp, \$6,413.05, plus freight, TBD

McClenny explained the ramp will be located behind the trade room and will lead to the north entrance. Morales questioned the tax on the quote and McClenny explained Historical Applications is not tax-exempt. **MOTION** by Gaasbeck to approve purchase of steel decking in the amount of \$6,413.05 plus freight. **SECONDED** by Morales. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).**

5. Discuss outstanding grant requests

McClenny explained the McCasland Foundation awarded the museum \$90,000 for the Trading Post planning grant. Initially, SLA Architects started working on the plans and acquired the three bids needed for the project. Once the bids were opened and the project was awarded to Historical Applications, Inc., SLA decided the project was out of their expertise. Then local draftsman Wendy Tatroult was hired to draw the plans. Tatroult's plans cost about 1/3 of SLA, so grant money was left over. Barbara Braught with the McCasland Foundation is planning to meet with McClenny and at that time he will let her know the planning grant came in under budget. Hopefully, the excess funds can be rolled into the project.

McClenny spoke with Dana Parrish of the McMahon Foundation. She said the McMahon board tabled the \$500,000 request due to a couple of concerns. The first concern was the differences in the bids i.e., \$1.2 million, \$2 million, and then Bailey at \$614,000. McClenny explained Historical Applications, Inc. is a one-man company rather than a big company with crews. The other concern is the grant request was sent after the project began. McClenny explained the museum has money from the museum gallery renovation capital campaign and

is not mandated by the Reynolds Foundation any longer. Dr. Todd Bridges, Chair of the McMahon Foundation will call McClenny to discuss and will hopefully meet Bill Bailey.

d. Consider approving Governance Committee recommendations, FY2023

Gaasbeck reported the Governance committee met and presents the FY23 slate of officers for your consideration and approval: Carey Monroe, Chair, Jill Ryans, Vice-Chair, Yuri Schendel, Treasurer, JoAnne Gaasbeck, Governance, and Mary Owensby, Secretary.

MOTION by Morales to approve the fiscal year 2023 slate of officers. **SECONDED** by Studebaker. **ROLL CALL ON MOTION: AYE** Ryans, Schendel, Gaasbeck, Cheatwood, Morales, Studebaker, Williams, and Zelbst. **NAY** None. **ABSTAIN:** None. **MOTION CARRIED (8-0).** Gaasbeck added, each committee that has not met in the last four months, should meet by the end of August. McClenny said currently each board member is assigned to a Standing Committee.

3. Reports

a. Summer Program Committee meeting, June 13

Ryans reported the committee met yesterday. The summer camp is scheduled for the week of July 11-15. Each class will serve up to twenty students. The morning session will be 10:00a-Noon for ages 6-8 and the afternoon class will be 1:30-3:30p for ages 9-12. There is a signup sheet for any board member who would like to volunteer to help!

b. Reaccreditation self-study status

The self-study is due June 30th and is digital this time. Some narratives need to be entered, financial data will be input, and documents requested will be uploaded. The self-study has been streamlined with nothing to mail and we will be ready to send it on June 30, 2022.

c. Special Collections

1. Retrofit of compact shelving (status)

Lawrence asked the Board to follow him to the Special Collections storage to see the installation progress. Volunteers from Fort Sill's Audie Murphy Club moved as many boxes as there was room into the Archeology office. The company will arrive and retrofit the first section of shelving and then return when the shelves are reloaded and the last boxes are moved. The volunteers will be back to move boxes back onto the new shelving and transfer the other boxes to Archeology for storage. Hopefully all of this will be done by the end of June.

2. Bound volumes

Lawrence reported there are 315 boxes of unaccessioned civil court documents being stored in the museum's archive area. Each box contains 275 folders. Morales said all the contents have been digitized and feels there is no reason to keep storing them. Lawrence said if the museum had the documents shredded it would cost about \$1,700 and would free up 300 to 400 linear feet of storage space. The Collections committee will discuss this issue and research best practices of disposing abandoned property at their next meeting.

d. Chautauqua workshops, June 21-25, 2022

McClenny reminded the board that the museum will host workshops again this year at 10 a.m. and 2 p.m., Tuesday through Saturday in the LDM Hall. The subject is “Surviving the Sixties: Sex, Drugs & Rock ‘n’ Roll”.

e. Board training opportunities

Lawrence stated the board training can be virtual or it can be done in Lawton. Ryans said the board will look at board training later.

f. Foyer HVAC

McClenny said the City is willing to replace the units but it will not be possible until October. The contractor says he found two compressors in Dallas that he can install. The last time McClenny spoke with the contractor, he said he would come to the museum that afternoon. He did not show up and there has been no contact since that time. McClenny will contact the Parks and Recreation Director to see what can be done.

g. Tree service

McClenny reported Sullivan Tree Service completed the tree trimming/removal and the grounds look very nice.

5. Upcoming meetings

a. July 20 (Wed), Museum of the Great Plains Authority (1/11)

6. Comments, audience participation

Gaasbeck said she is seeing posts on Facebook about people coming to the museum on summer break. She has asked some of them to tag MGP and share all the pictures and comments.

The museum will be closed Saturday, July 2nd due to the Freedom Fest in Elmer Thomas Park. There will not be room in our parking lots for our patrons or employees.

7. Adjournment – Meeting adjourned at 6:55 pm

Respectfully submitted,

Mary Owensby, Secretary
For Museum of the Great Plains Authority (MGPA)

Jill Ryans, Chair MGPA Board