

MINUTES
MUSEUM OF THE GREAT PLAINS AUTHORITY
RESCHEDULED MEETING
WEDNESDAY, SEPTEMBER 25, 2019
5:30 P.M.

Jill Ryans, Chair, called the **Rescheduled Meeting** of the Museum of the Great Plains Authority (MGPA) to order at 5:30 p.m., September 25, 2019, in 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. Welcome Institute of the Great Plains Board and staff.

Hernandez asked the Boards to introduce themselves individually by name and association to the Museum.

2. Roll Call. {Chair-Ryans, V/Chair-Zelbst, Treas-Cross, Sec-Wyatt, Gov-Page, IP/Chair-Bell}

PRESENT: Jill Ryans, Clay Zelbst, Brady Wyatt, Minnette Page, Janice Bell, Paul Fisher, Mary Ann Hankins, Tresea Moses, Diane Mullins, Juanita Pahdopony, and Marcus Wilcoxson. **ABSENT:** Jesse Cross, Blaine Adair, Joanne Gaasbeck, and Carolyn Anne Love. **ALSO PRESENT:** John Hernandez, Bart McClenny, Mary Owensby, Debby Baroff, Trevor Williams, and Jim Whiteley (all MGPA Staff). Also in attendance were IGP Board members and IGP staff, Debra Baker and Brooke Armstrong.

3. New Business – Discuss and take appropriate action

a. August 2019 Minutes

MOTION by Bell to accept the August Minutes as written. **SECONDED** by Moses. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher, Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

b. Finance Committee Report

Mullins reported the committee met today with staff to review the financials and become more familiar with the overall accounting process.

1. July 2019 Financial Statement

MOTION by Bell to accept the July 2019 Financials. **SECONDED** by Mullins. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher, Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

2. August 2019 Financial Statement

MOTION by Bell to accept the July 2019 Financials. **SECONDED** by Mullins. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher,

Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

3. Museum membership count

McClenny reported that MGP currently has 778 members, down from last year due to the Oklahoma Museum Network's change in not allowing on-line or telephone membership renewals.

c. Collections Committee Report

Wilcoxson asked Tom Noel to give the report. Noel discussed items that were presented to the committee for acceptance at their meeting on September 13th. He listed items that were accepted and declined.

MOTION by Page to accept the September Collections committee report. **SECONDED** by Bell. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher, Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

d. Marketing Committee Report

Moses reported the committee met and discussed upcoming events. The last quarter of the calendar year (Oct-Dec) is full with the Fall Encampment, Frontier Days and Christmas on the Prairie. The committee may plan a Spring Break camp and two summer camp sessions.

MOTION by Page to accept the Marketing committee report. **SECONDED** by Bell. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher, Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

1. Event Calendar

Hernandez reported staff is working with IGP to collaborate on an upcoming Indian City U.S.A. exhibit for the Terry K. Bell Gallery. MGP will be closed on Sunday, October 6th for the Spirit of Survival activities which take place in front of and on the grounds of the museum. He said the next free admission day will be "Frontier Days" on Saturday, November 23, 2019. Last year, over 900 visitors attended.

2. LDM Hall Schedule

McClenny distributed a list of activities scheduled for the banquet facility.

e. Introduce Trevor Williams, new Educator

McClenny introduced the museum's Educator Trevor Williams. Williams is a graduate of Fort Hays State University with a Master's in geology and certified in museum studies. He received a Bachelor of Science at Purdue University in 2014.

1. Auditorium

McClenny reported Williams has ideas about turning the gallery auditorium into a functional space again, offering series of films to the visiting public such as “Daughter of the Dawn”, “The Mattie Beal Story”, and others.

2. 1906 Sears & Roebuck

McClenny added Williams also has thoughts about offering an adult evening event, similar to modern day “The Price is Right”, using items/prices from the 1906 Sears catalog.

4. Old Business - Discuss and Take Appropriate Action.

a. Accept June 2019 Minutes

Fisher said he hasn’t found the June Minutes.

b. Board membership status

McClenny reported three board members are not current on their membership.

c. Oklahoma Center of Nonprofits board training

McClenny explained this organization would be ideal for museum board training. The sessions would not be as intense as a two day, 6 hours per day training which we could get from Jeri Holmes. MGP is a member of the OK Center of Nonprofits; Hernandez and McClenny attended a session recently at the OMA Conference, and they feel a board workshop with OCN would be very beneficial. The board agreed and McClenny will bring information to next month’s board meeting.

d. McCasland Foundation update

McClenny stated the letter of inquiry to the foundation has been approved. The next step will be to submit a grant request of \$90,000 to fund plans for the renovation of the Red River Trading Post exhibit.

e. Schoolhouse Donor Plaque

McClenny distributed an example of the donor plaque for the schoolhouse. The plaque will cost approximately \$2,300.

f. Review bids for automatic doors in foyer vestibules

McClenny reported after the \$50,000 bid came in for ADA sliding panel doors from Brady’s, two other companies were contacted for push-button single opening doors at the front and side lobby. Lawton Glass estimated it would cost \$8,389, while Johnson & Johnson Locksmith bid approximately \$10,000. These estimates do not include associated electrical work.

MOTION by Page to let the Minutes show, staff is directed to get bids including electrical work for the installation of handicapped equipped doors. **SECONDED** by Bell. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher, Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

g. Review SMM estimate for main gallery exhibit maintenance

Dan Dahm with Science Museum Minnesota (SMM) sent a detailed list of costs of maintenance and repairs in the gallery. McClenny reminded the board the funds to pay for this type work is invested with Arvest for this purpose over a 20-year period as mandated by the Donald W Reynolds grant requirements. The total list is \$51,700. Zelbst said according to State Statutes any bid over \$50,000 for a public entity needs to go out for bid. He added, although the list is highly specific to the gallery, he would feel more comfortable voting to accept after an opinion from our non-profit attorney, Jeri Holmes.

MOTION by Zelbst to approve the maintenance list contingent upon advice and consent from legal counsel. **SECONDED** by Page. **ROLL CALL ON MOTION: AYE:** Ryans, Zelbst, Wyatt, Page, Bell, Fisher, Hankins, Moses, Mullins, Pahdopony, and Wilcoxson. **NAY:** None. **ABSTAIN:** None. **MOTION CARRIED (11-0).**

1. Tipi replacement cost

McClenny said in addition to the above request, the cost of a new tipi for the gallery is estimated to cost about \$1,700.

h. Review fire sprinkler system maintenance cost

Hernandez and McClenny reported the fire protection system remains yellow tagged. After several attempts to contact Johnson Controls and Simplex Grinnell, we're still waiting for a call back to have the system repaired and brought up to code. The cost will be approximately \$3,200.

1. Cooperative Agreement with City of Lawton

McClenny stated the museum has a Cooperative Agreement with the City of Lawton stating the City will pay repair/maintenance expenses in excess of \$500 on the City owned building; however, the City has declined to pay for required routine fire sprinkler system maintenance.

i. August 30, 2019 roof leaks

McClenny reported during this rain event, staff placed 15 buckets in the gallery to catch rainwater and ultimately five ceiling tiles collapsed and fell. Parks & Recreation was called to come look at the situation. A return call from them stated MGP staff will need to call a roofing company. Leaks have occurred since installation, so it must be a design flaw.

Page had to leave for another meeting; however, she asked if future Agendas could be put in a more efficient format i.e., Consent Agenda items.

5. Executive Director's Report

a. Oklahoma Museums Association Conference, Sep 18-20, 2019

Hernandez reported six staff members attended the annual conference which was held in Durant. The sessions were very informative and staff appreciates the opportunity to attend.

6. Institute President's Report

Fisher thanked the IGP board and staff for attending this meeting. Tom Noel, IGP President stated he believes IGP and MGP have the same goals and is looking forward to working with the museum.

7. Comments and/or Audience Participation - None

8. Upcoming meetings – See list

9. Adjourn – 6:50 p.m.

Respectfully submitted,

Mary Owensby, Exec Asst
For **Brady Wyatt, Secretary**
Museum of the Great Plains Authority (MGPA) Board of Trustees