

# Agenda

Northwest Museum of Arts & Culture

Board of Trustees Meeting

May 1, 2024

Gilkey Community Meeting Space + Microsoft Teams

Time	Agenda Item	Responsible	Page
3:00 pm	Call to Order, Establish Quorum	Peter Sanburn, President	
3:02 pm	<b>ACTION: Approve Minutes 3/6/24</b>	Peter Sanburn, President	
3:05 pm	President's Report <ul style="list-style-type: none"> <li>• <b>ACTION: Vote to move July meeting to the 10th due to July 4<sup>th</sup> holiday.</b></li> </ul>	Peter Sanburn, President	
3:10 pm	Open Comment Period	Peter Sanburn, President	
3:15 pm	Director's Report <ul style="list-style-type: none"> <li>• Thank you and farewell: Janet, Matthew, Lukus, Debra &amp; Peter</li> <li>• Legislative update</li> <li>• Upcoming Exhibitions</li> </ul>	Wesley Jessup, Director	
3:25 pm	Finance Committee Report <ul style="list-style-type: none"> <li>• P&amp;L- 3.31.24</li> <li>• Variance Explanation</li> <li>• Cash Flow Projections (separate attachment)</li> <li>• Need MAC Check Signers</li> </ul>	Lukus Collins, Board Treasurer  Francis Langston, CFO	
3:35 pm	Strategic Plan Update <ul style="list-style-type: none"> <li>• CMS Update/Demo</li> <li>• Grow and Diversify MAC's Audiences</li> </ul>	Brooke Shelman Wagner, Collections Curator & Theo, Collections Database PM Rob Worstell, Director of Education & Marit Fischer, CMO	
4:05 pm	Governance Committee Report <ul style="list-style-type: none"> <li>• <b>ACTION: Vote on new Trustees:</b> <ul style="list-style-type: none"> <li>○ James Vanderholm</li> <li>○ Rose Noble</li> <li>○ Brooke Hawley</li> <li>○ Christina Simonsen</li> </ul> </li> <li>• <b>ACTION: Vote on new Board Officers</b> <ul style="list-style-type: none"> <li>○ President – Frank Velázquez</li> <li>○ Vice President – Laurie Arnold</li> <li>○ Treasurer – James Vanderholm</li> <li>○ Secretary – Greg Hesler</li> </ul> </li> </ul>	Debra Schultz, Chair	
4:15 pm	Ad Hoc Policies Committee <ul style="list-style-type: none"> <li>• <b>ACTION: Adopt the 2<sup>nd</sup> Read Policies:</b> <ul style="list-style-type: none"> <li>○ Contract Signature Authority FIN 106</li> <li>○ Governance Management GOV 100</li> <li>○ NEW Accessible Technology TEC 103</li> </ul> </li> </ul>	Jason Brown, Chair	

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	<ul style="list-style-type: none"> <li>○ NEW Gift Acceptance FIN 110</li> <li>○ NEW Digital Preservation COL 102</li> </ul> <p>First Read Policies:</p> <ul style="list-style-type: none"> <li>● Affirmative Action Equal Opportunity HR 102</li> <li>● Employee Training &amp; Development HR 406</li> <li>● NEW: Background Check HR 414</li> <li>● NEW: Recruitment and Selection HR 415</li> <li>● NEW: Performance Management HR 416</li> </ul>		
4:30 pm	Development Committee Report	Peter Sanburn, Chair	
4:35 pm	Exhibitions and Collections <ul style="list-style-type: none"> <li>● Overview of upcoming exhibition-related contracts</li> </ul>	Kayla Tackett, Director of Exhibitions and Collections	
4:40 pm	Education Committee	Matthew Henshaw, Chair	
4:45 pm	Foundation Report	Foundation Representatives, Greer Bacon/ Michael Flannery	
4:50 pm	If Needed May Adjourn to Executive Session	Peter Sanburn, President	
4:55 pm	End Executive Session Call Regular Meeting to Order; Take Action If Needed	Peter Sanburn, President	
5:00 pm	Adjourn	Peter Sanburn, President	