

**Heard Museum Guild Board Meeting
February 8, 2023**

The meeting was held in the Dorrance Education Room, Heard Museum, Phoenix, AZ.

Board Members attending: John Miller (President), Shelley Mowry (President Elect), Newton Linebaugh (Treasurer), Robby Buchanan (Secretary), Anita Hicks (Nominating Committee), Jane Przeslica (Past President), Jim Szabo (Parliamentarian), Dan Dolan, Linda Heffer, Diane Leonte, Stephany Madsen, Jane Sanford, Carol Seidberg, Sue Snyder, Frank Vickory.

Board Members Absent: Barbara Sparman, Jackie Stubbs

Guests: Kim Alexis Adversario (HM Staff Liaison).

Call to Order: The meeting was called to order at 10:00 am by John Miller.

Approval of Minutes:

The Minutes for the Board Meeting of January 11th, 2023 were accepted as written.

Treasurer's Report: Newton Linebaugh

1. Robin Klung is the new Heard Interim CFO.
2. The credit card machines are not running well. He is trying to return to hand held devices.
3. There is \$437,000 in the account. \$80,000 in checks is being processed.
4. The budget for Fair staging is \$149,000 but expenses will be closer to \$200,000.
5. The total annual budget is \$550,000 but expenses will be closer to \$600,000.
6. Depending on the attendance at the Fair, we may not be able to donate as much this year to the Museum. It may be necessary to increase admission prices next year.
7. To save money, Joel Muzzy has gone directly to providers rather than booking them through ProEm.

President's Report: John Miller

1. Recently there have been questions about Guild Aprons.
 - a. Historically, Dee Bachman always handled this. New members were given an apron when they joined the Guild. But, no one has been doing this since before Covid.
 - b. Jackie Stubbs got the remaining aprons from Dee.
 - c. John asked the Board if we should continue to provide aprons and if so, where should the responsibility be placed.
 - d. There was general agreement that aprons serve a good purpose and that we should probably continue with providing aprons, but only if someone is willing to take on this project.
 - e. Responsibility for the aprons will be placed under the Membership committee, if a volunteer accepts the job.
 - f. Deciding whether to charge for the aprons or give them to new members will take further discussion, but any further investigation should happen after the Fair.
2. John reported on the DEI training for Jackie Stubbs.
 - a. All 5 of the scheduled sessions are full. There will be an additional session after the Fair.
 - b. The training has been well received.
 - c. All Guild members who work with the public are required to attend. This includes Las Guias, Shop volunteers, Information Desk and Library volunteers.
 - d. It will be an ongoing project in the future. Questions about funding remain. We must take the lead from the Museum on this issue.

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Museum Update: Kim Alexis Aversario

1. He'e Nalu Concert
 - a. There are 800 presold tickets for the concert tonight. The stage will face Central Avenue in order to have the Museum appear in the background.
 - b. Parking will fill quickly. So, she advised people to arrive very early.
 - c. There will be VIP passes for Circle members.
2. Bagel Breakfasts. These fill extremely quickly. They are working to find a way to allow more than 25 people to attend. The March event is not planned yet.
3. The museum is giving free tickets to the Fair to people who join or rejoin.
4. The museum programs staff are working on *Earth Song*
 - a. All future issues will be digital.
 - b. They want more Guild photos from the past. And, they need help identifying Guild members in photos.

Nominating Committee: Anita Hicks

1. According to the by-laws, the candidates for the Board are presented to the Board and then announced at the March Guild Meeting. Voting takes place at the April Guild meeting.
2. The committee has nominated the following candidates.
 - a. President, John Miller
 - b. President-Elect, Shelley Mowry
 - c. Treasurer, Newton Linebaugh
 - d. Secretary, Dale Baker
 - e. Nominating Chair, Christy Sinclair
3. As President, John Miller selects the chairs for Board committees.

Education Update: Linda Hefter and Shelley Mowry

1. The staff is working with the committee on revising the Las Guias training.
 - a. Ann Marshall will be the instructor and has developed a large training document.
 - b. Recruiting will begin in March & April with the start date planned for November.
 - c. They are considering holding two in-person sessions a month and a third session with a mentor. The mentors will play a much larger role than in the past.
2. Dan Dolan
 - a. Diana Pardue and Ann Marshall want video recordings of the sessions.
 - b. Problems of funding, staffing and storage of the recordings have not been resolved.

Communications: Diane Leonte

1. John Bulla and Sean Ornelas received an analysis from the firm "Causal Astronauts" to look at "what is" the current website. The proposed goal for completion is October, but that is probably overly optimistic.
2. It's likely that the Guild will maintain our own website.
 - a. We can't get all of our information on the museum website. We have important archival information stored that needs to be retained, but it doesn't belong on the museum's website.
 - b. Our website will not be impacted until the Museum website is completed.

Indian Fair and Market: Jane Sanford & Frank Vickory

1. There are over 600 artists signed up.
2. John Bulla has copies of Joel Muzzy's staging files. Dale Baker is shadowing Joel.
3. There is no silent auction this year, but there will be a raffle.

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4. There is a Fair Chairs meeting after the Guild meeting on February 15th.

Membership: Carol Seidberg

1. The new member orientation will be held immediately following the Feb 15 meeting. The presentations will be given by John Miller, Jane Sanford, Sue Snyder, Diane Leonte, and myself.
2. We added 12 new Guild members since January 1! Some are already participating in volunteer activities. They all seem to be enjoying their "buddies".
3. Marcy Strauss has volunteered to sit at the check-in table during the Heard Museum Bagel breakfasts and give out information about joining the Heard Guild. Kim Adversario will print a handout and Carol printed a placard that reads, *Join the Heard Guild*.

Other Business:

1. Diane Leonte reminded the Board that articles for *Happening Now* are due February 10th.
2. The Museum Shop volunteers are responsible for the food at the March Guild Meeting, March 15th.
3. John Miller called for agenda items for the monthly meeting and asked which committees will need tables at the back of Steele Auditorium.

Motion to adjourn: The meeting was adjourned at 11:20 am by John Miller.

Respectfully submitted,
Robby Buchanan, Secretary