



**Chandler • Arizona**

## **2018 Museums Advisory Board Minutes**

### **Regular Meetings**

January 17, 2018

February 7, 2018

April 4, 2018

May 21, 2018

September 5, 2018

October 3, 2018

December 6, 2018

These minutes are fully searchable within this year by using the “Find Feature”.

**MUSEUMS ADVISORY BOARD**  
**Chandler City Hall, 175 S. Arizona Avenue**  
**4<sup>th</sup> Floor Medium Conference Room**  
**January 17, 2018 – 4:00 p.m.**  
**REGULAR MEETING MINUTES**

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the MUSEUMS ADVISORY BOARD and to the general public that the **MUSEUMS ADVISORY BOARD** will hold a meeting open to the public on **Wednesday, January 17, 2018 at 4:00 p.m.**, in the Chandler City Hall, 175 S. Arizona Avenue, 4<sup>th</sup> Floor Medium Conference Room, Chandler, AZ.

(Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.)

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the City Clerk's office at (480) 782-2180. Requests should be made as early as possible to allow time to arrange accommodation.

Dated: 2/7/2018 3:45 PM

**A G E N D A**

**1. CALL TO ORDER / ROLL CALL**

**Andy Szabo** called the meeting to order at 4:04 p.m. Christine Halverson was welcomed back to the Board after briefly stepping away.

Members present:      Andy Szabo, Chair  
                                 Joshua Askey  
                                 Christine Halverson  
                                 Michelle Reid

Members absent:      Seth Graham  
                                 Brenda Abney

Others present:      Jody Crago, Museum Administrator  
                                 Nate Meyers, Curator of Collections  
                                 Tiffani Egnor, Curator of Education

**2. APPROVAL OF MINUTES**

a. Minutes of October 4, 2017

Motion by **Joshua Askey** to approve the minutes. Second by **Michelle Reid**. Motion carried unanimously.

### **3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

Members of the audience may address any item not on the agenda. State Statute prohibits the Museums Advisory Board from discussing an item that is not on the agenda, but the Museums Advisory Board does listen to your concerns and has staff follow up on any questions you raise.

None.

### **4. ACTION AGENDA**

- a. Approval of recommendations of Celebration Plaza Working Group  
Board members **Andy Szabo** and **Michelle Reid** served on this working group with Melanie Dykstra from the Parks Board. Two nominations were received this year. One nominee was ineligible because he does not reside in Chandler. The other nominee, Eva Serrano, was unanimously recommended by the Celebration Plaza Working Group for inclusion in Celebration Plaza (Attachment A). **Joshua Askey** inquired as to the criteria for inclusion. Nate Meyers shared the language from the nomination form (Attachment B). **Christine Halverson** asked if nominees carry over year to year. Jody Crago answered that nominees who are not recommended for induction are not considered the following year unless they are re-nominated. **Michelle Reid** asked if nominees who are not accepted are notified. Jody Crago noted that in previous years the nominations which are not recommended for induction are returned and asked to re-apply with a stronger nomination. **Andy Szabo** made a motion to accept the recommendation of the Celebration Plaza Working Group to induct Eva Serrano. Second by **Christine Halverson**. Motion carried unanimously.

### **5. BRIEFING ITEMS**

- a. New Museum Project Status Update  
Jody Crago stated that the concrete pad was poured prior to the Christmas holiday. At this time, most of the underground work is complete, including electricity, lighting, and plumbing. General grading of the parking lots is complete, with curbing and asphalt to come later. Structural steel is scheduled to begin going up the week of January 22, with completion of that phase of the project by February 28. Work on renovation of the Price House is ongoing. The AV and Security systems are in design now.

Jody Crago noted that there are actually three separate projects involved in the New Museum – the construction and renovation; the retention basins in Price Park; and upgrades to the street crossings at the intersection of Frye Road and Chandler Village Drive to ensure ADA compliance. Work on Price Park is scheduled to be completed this week. This work ensures the protection of the Price House in the event of a 500 year flood event.

The team is working well together to date, including City staff, Danson employees, Weddle Gilmore architects, and subcontractors. There have been no major issues to date. The team meets regularly on Thursdays.

**Michelle Reid** congratulated the Museum staff on great progress to date.

b. New Museum Exhibit Plan

Jody Crago began the discussion by handing out a copy of the New Museum floorplan (Attachment C). He pointed out the exhibit hall, which will be nearly 5,000 square feet, and discussed the "black box theater" approach to exhibits wherein nothing is permanent. Museum staff have planned several levels of exhibits for the space.

Tier 1 exhibits last a year or so, they focus on a Chandler theme, and are created by Museum staff. The first Tier 1 exhibit will be "Heavyweight." Travelling exhibits will be contracted with other museums or travelling exhibit companies. These exhibits will have short runs, and will have some sort of connection to Chandler. The Museum plans to average 4 travelling exhibits per year, and it will open with a travelling exhibit in place.

Tier 2 exhibits are smaller staff produced exhibits on Chandler topics. There will be 3-4 Tier 2 exhibits per year.

Tier 3 exhibits will be in non-traditional exhibit spaces, and will be long term. These areas include the main hallway in the new building and panels above the shelves in the gift shop, as well as the multi-purpose room in the Price House, where exhibits could be approached as experimental and temporary.

This schedule and tiered approach will ensure that the exhibit hall is always full, and that people who visit multiple times in a year will see something different with every visit. There will be a short turnaround time between each changing exhibit. A budget request has been submitted to fund a Museum staff member focused on exhibits.

**Christine Halverson** inquired if there would be opportunities in the exhibit hall to highlight local talent. Jody Crago answered that the goal is to always be telling Chandler stories. That could mean art based exhibits, or science, or history, and so on. **Christine Halverson** stated that she is excited to have a first rate museum experience so close to home. Jody Crago stated that the goal is to keep the Museum active and busy year round, all week, and at all hours.

**Andy Szabo** inquired if there would be any space dedicated to permanent exhibits. Jody Crago answered that there would not be permanent exhibits in the traditional sense. The Chandler Sports Hall of Fame will have a permanent presence, but it may be in the form of touchscreens rather than traditional exhibits.

**Joshua Askey** asked if the Museum spaces could be rented out for public use or meetings. Jody Crago answered that yes, in fact, the building is planned for such uses. Portions of the Museum will be able to be blocked off for after-hour uses. These include the education room and the multi-purpose room. Uses for the "Living Room" outdoor space are still being considered. **Joshua Askey** inquired if rates have been discussed for such rentals. Jody Crago noted that all

fees must be approved through City Council, but that there are initial ongoing discussions.

**Andy Szabo** inquired about where visitors would park. Jody Crago pointed out the parking areas just south of the new building and south of the Price House. There will be approximately 55 parking spots.

**Andy Szabo** asked if there would be a loading dock. Jody Crago answered that there is a loading area off the of the collection storage space. While there will not be a dock, the loading area will have a large roll-up door.

**Christine Halverson** asked if there would be a kitchen for large events in the new building. Jody Crago noted that the kitchen area is small and is planned as a plating kitchen rather than an area to cook in.

Jody Crago described the public art feature, which will be a shade structure over the "Living Room." The structure will be of brushed aluminum, cut in interesting patterns and mounted so that the light changes season to season and hour to hour as the sun moves. It will also feature LED uplighting. It will provide roughly 50% shade. The public art component is approximately a \$60,000 project.

## **6. MEMBERS COMMENTS/ANNOUNCEMENTS**

None.

## **7. CALENDAR**

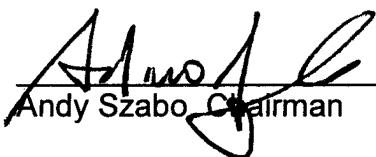
a. Next meeting will be Wednesday, February 7, 2018

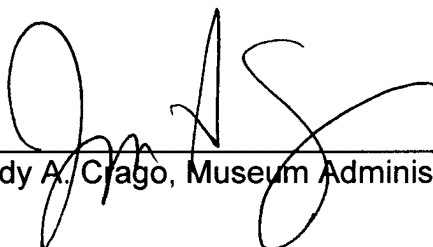
## **8. INFORMATION ITEMS**

- a. Arizona Railway Museum Report: July 2017 (Attachment D)
- b. Chandler Museum Report: July 2017 (Attachment E)
- c. Chandler Historical Society Report: July 2017 (Attachment F)
- d. Chandler Sports Hall of Fame Report: July 2017 (Attachment G)
- e. Pardners of Tumbleweed Ranch Report: July 2017 (Attachment H)

## **9. ADJOURNMENT**

Meeting was adjourned at 4:59 p.m.

  
Andy Szabo, Chairman

  
Jody A. Crago, Museum Administrator

**MUSEUMS ADVISORY BOARD**  
**Chandler City Hall, 175 S. Arizona Avenue**  
**4<sup>th</sup> Floor Medium Conference Room**  
**February 7, 2018 – 4:00 p.m.**

**REGULAR MEETING MINUTES**

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the MUSEUMS ADVISORY BOARD and to the general public that the **MUSEUMS ADVISORY BOARD** will hold a meeting open to the public on **Wednesday, February 7, 2018 at 4:00 p.m.**, in the Chandler City Hall, 175 S. Arizona Avenue, 4<sup>th</sup> Floor Medium Conference Room, Chandler, AZ.

(Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.)

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the City Clerk's office at (480) 782-2180. Requests should be made as early as possible to allow time to arrange accommodation.

Dated: 5/21/2018 2:41 PM

**A G E N D A**

**1. CALL TO ORDER / ROLL CALL**

**Andy Szabo** called the meeting to order at 4:07 p.m.

Members present:      Andy Szabo, Chair  
                                 Brenda Abney  
                                 Christine Halvorson  
                                 Michelle Reid

Members absent:      Seth Graham  
                                 Joshua Askey

Others present:      Jody Crago, Museum Administrator  
                                 Nate Meyers, Curator of Collections  
                                 Tiffani Egnor, Curator of Education

**2. APPROVAL OF MINUTES**

a. Minutes of January 17, 2017

Motion by **Christine Halvorson** to approve the minutes. Second by **Michelle Reid**.  
Motion carried unanimously.

### 3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC

Members of the audience may address any item not on the agenda. State Statute prohibits the Museums Advisory Board from discussing an item that is not on the agenda, but the Museums Advisory Board does listen to your concerns and has staff follow up on any questions you raise.

**None.**

### 4. ACTION AGENDA

- a. Approval of recommendations of Chandler Museum Collections Committee  
Nate Meyers presented the recommendations of the Chandler Museum Collections Committee (Attachment A). Motion to approve the recommendations of the Chandler Museum Collections Committee by **Brenda Abney**. Second by **Andy Szabo**. Motion carried unanimously.
- b. Volunteer to serve on the Chandler Museum Collections Committee  
Nate Meyers noted that it would be helpful to have a member of the Museums Advisory Board sitting in on the meetings of the Collections Committee, especially moving forward and preparing the collection to be moved into the new museum. Not only will the committee be discussing new acquisitions, but discussions and decisions will need to be made about deaccessioning, as there are items currently in the collection which, for one reason or another, do not belong and ought to be deaccessioned before the collection is moved into its permanent home in the new building. **Brenda Abney** volunteered, and inquired if meetings could be done via phone or Skype. Nate Meyers thought that they could, especially with the ability to share images and information about items up for discussion via Chandlerpedia. Motion by Andy Szabo to accept **Brenda Abney** joining the Chandler Museum Collection Committee. Second by **Christine Halvorson**. Motion carried unanimously.

### 5. BRIEFING ITEMS

- a. New Museum Project Status Update  
Jody Crago started by saying that construction on the new building is progressing. Structural steel will start to be erected on February 14 after a slight delay. Danson, the general contractor, will miss their deadline of February 28 to have the structural steel complete, incurring liquidated damages. It is anticipated that the project will be completely back on track by the end of June. Work in Price Park to facilitate the new drainage and storm run-off plan is complete. Work to bring the four corners of the intersection of Frye Road and Chandler Village Drive up to compliance with ADA requirements will begin soon. Overall, we are still on schedule to gain access to the facility sometime in September. Brenda Abney inquired whether the City is hiring a new Curator of Exhibits. Jody Crago noted that he has submitted a decision package request to fund the position, and that the position is a key part of ensuring the success of the facility, since it is planned that there will be upwards of ten exhibits per year

in the new facility. Board members discussed the best way for them to lobby City leadership to rally support for funding for the new position.

b. Open Hours at the New Museum

Tiffani Egnor stated that museum staff and the City are looking at many issues around the new museum and early in the process there have been many discussions about hours at the new museum, as well as discussions about which holidays to be open and closed. The current line of thought is to be open Tuesday through Sunday 10 am to 5 pm. There has been some discussion of opening later in the day on Sunday, however that must be balanced against the desire to have easily explained and understood hours. There have been discussions about staying open into the evening on Thursday or Friday. The museum's location lends itself to potential evening visitors. The museum tried late hours at the old museum in Downtown and briefly when the Museum first moved into the Price House several years ago. Part of the discussion is attempting to determine what success looks like. Hours for the McCullough-Price House, home of the Museum's research center, will differ. Staff limitations may dictate that the House and research center are closed weekends and evenings. **Brenda Abney** noted that it's nice to offer research hours on weekends. She noted that her museum, the Tempe History Museum, shifted staff to a Tuesday-Saturday schedule in order to facilitate researchers on weekends. **Michelle Reid** noted that staff should pay close attention to holiday hours. Staff doesn't necessarily want to work, but some holidays lend themselves to high visitation. Her museum, Heritage Square and Rosson House, rotates staff holidays. She noted that the holiday on the day after Thanksgiving is their busiest day of the year. **Christine Halvorson** added that being open certain holidays makes the museum more family friendly. **Brenda Abney** suggested that Veteran's Day could be big for visitation, too.

## 6. MEMBERS COMMENTS/ANNOUNCEMENTS

Nate Meyers announced that the Chandler Sports Hall of Fame Induction Ceremony and Luncheon would take place this coming weekend, February 10, at the Chandler Center for the Arts.

**Brenda Abney** announced that the American Alliance of Museums is bring their Annual Meeting & MuseumExpo to Phoenix in May. She suggested that MAB members could volunteer and get to attend for free on the day they volunteer. She'll email Board members information about volunteering, and noted that several sessions could be helpful for members of the Board. Nate Meyers followed by noting that Chandler Museum is hosting an Onsite-Insight tour of the construction site during the conference on May 6.

Tiffani Egnor announced that the Museum's volunteer appreciation celebration will take place on Wednesday, April 4, at 5 pm immediately following the MAB meeting.

**Andy Szabo** noted that the Board should get updated contact information from the members.



## **7. CALENDAR**

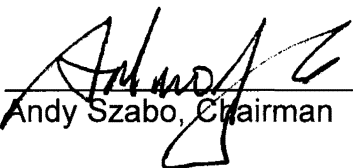
- a. Next meeting will be Wednesday, March 7, 2018


## **8. INFORMATION ITEMS**

- a. Arizona Railway Museum Report: January 2018 (Attachment B)
- b. Chandler Museum Report: January 2018 (Attachment C)
- c. Chandler Historical Society Report: January 2018 (Attachment D)
- d. Chandler Sports Hall of Fame Report: January 2018 (Attachment E)
- e. Partners of Tumbleweed Ranch Report: January 2018 (Attachment F)

## **9. ADJOURNMENT**

Meeting was adjourned at 4:47 p.m.

  
\_\_\_\_\_  
Andy Szabo, Chairman

  
\_\_\_\_\_  
Jody A. Crago, Museum Administrator

**MUSEUMS ADVISORY BOARD**  
**Chandler City Hall, 175 S. Arizona Avenue**  
**4<sup>th</sup> Floor Medium Conference Room**  
**April 4, 2018 – 4:00 p.m.**

**REGULAR MEETING MINUTES**

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the MUSEUMS ADVISORY BOARD and to the general public that the **MUSEUMS ADVISORY BOARD** will hold a meeting open to the public on **Wednesday, April 4, 2018 at 4:00 p.m.**, in the Chandler City Hall, 175 S. Arizona Avenue, 4<sup>th</sup> Floor Medium Conference Room, Chandler, AZ.

(Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.)

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Dated: 5/21/2018 2:41 PM

**A G E N D A**

**1. CALL TO ORDER / ROLL CALL**

**Andy Szabo** called the meeting to order at 4:20 p.m.

Members present:      Andy Szabo, Chair  
                                 Brenda Abney  
                                 Christine Halvorson  
                                 Michelle Reid  
                                 Joshua Askey

Members absent:      Seth Graham

Others present:        Jody Crago, Museum Administrator  
                                 Nate Meyers, Curator of Collections  
                                 Tiffani Egnor, Curator of Education  
                                 Brenda Brown, Community Services Director

**2. APPROVAL OF MINUTES**

a. Minutes of February 7, 2018

Andy Szabo noted that the dates of reports need to be updated, as they read July 2017. Motion to approve minutes of February 7, 2018, as amended by Michelle Reid. Second by Brenda Abney. Motion carried unanimously.

### **3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

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None.

### **4. ACTION AGENDA**

None.

### **5. BRIEFING ITEMS**

#### a. New Museum Project Status Update

Jody Crago noted that construction is progressing well. **Brenda Abney** inquired whether the McCullough-Price House is being protected during construction to ensure nothing happens to it. Jody Crago answered that it is being protected. The architect team has a historic preservationist on contract to ensure the building's safety. Work on renovation of the McCullough-Price House is temporarily on hold awaiting installation of low-voltage wiring. **Brenda Abney** stated that she had driven by the site this morning and was excited to see the exterior cladding being installed. Jody Crago noted that in the next few weeks work on the street corner improvements will begin as well. Work on the retention basin and ground work in the park is complete. The landscaping plan has been revised, and the palo verde trees currently on the east side of the building will be removed. The saguaros on-site will be moved and replanted in a different location. **Joshua Askey** inquired if the project is still on schedule. Jody Crago answered that it is on time and on budget. Danson, the general contractor, is extremely focused on critical path progress so they don't fall behind and incur liquidated damages. The next big landmark comes at the end of June when the building is scheduled to be water tight. **Joshua Askey** inquired about the status of the fence between the museum and the park. Jody Crago stated that the fence will go in once construction is complete. **Andy Szabo** noted that he liked the fins that create the Chandler and Museum sign on the east end of the building, noting it's a nice nod to historic signage. Jody Crago noted that the museum's logo will also appear on the wall at street level so that people driving at the building will know what it is.

Jody Crago moved onto the exhibit plan and schedule, noting that plans have changed since the Board's last discussion on this topic. The timeline remains the same, with a soft-opening sometime in November. Staff has developed a new schedule (Attachment A) showing which traveling exhibits the museum currently has contracted for. The Museum will now open with the large in-house curated exhibit as a re-visitation of the Un-American exhibit (new title to be

determined) and the Awkward Family Photos travelling exhibit. The exhibit features Lizzie Olson's awkward school photo, and we will ask for visitors to submit their own awkward photos. The Un-American exhibit will be bigger and better than before. The new staffing model for the first year of operations does not include an exhibits curator, and thus staff is not able to create new content. The Bigger Than Boxing exhibit has not been cancelled, but it is postponed until museum staff can focus on the new content.

**Andy Szabo** stated that he likes the exhibit program and lineup and inquired how exhibits will be promoted. Jody Crago noted that the museum has several means to promote exhibits including traditional practices like press releases and direct mailers, but also using online advertisements, online calendars, and an in-house produced quarterly calendar that can go on our website and be printed out and handed to visitors. Tiffani Egnor noted that staff is working on a series of target audiences for each exhibit, focusing on groups that would be particularly interested in specific exhibits.

**Brenda Abney** expressed concern that there will be no Curator of Exhibits when the museum opens. She stated that it is essential to get that position as early as possible. She inquired what could be done to push this issue and get the position included in the budget for this year. Brenda Brown stated the Board could explore fundraising for that position. Jody Crago noted that the updated schedule reflects what is possible given the new staffing reality. Tiffani Egnor pointed out that staff cut all "Tier 2" exhibits (small, in-house curated exhibits that supplement travelling exhibits or fill a gap between travelling exhibits) from the exhibit plan. **Brenda Abney** noted that the value of a person in the Curator of Exhibits position is that is the person on staff who can connect to the community. She reiterated that it would be good to get that kind of person on staff quickly.

**Michelle Reid** inquired as to the impact of the new staffing on "Tier 3" exhibits in the hallway. Jody Crago noted that there would still be interpretation in the hallway, but it has been modified from the original vision. There are graphic opportunities along the hallway, and staff is exploring options for semi-permanent photo murals there. Additionally, the Chandler Sports Hall of Fame will have space at the west end of the hall for a permanent exhibit with touch screens and small display cases. **Michelle Reid** seconded **Brenda Abney's** concern about the lack of a Curator of Exhibits on staff. She inquired if there is full funding for all other museum operations. Jody Crago answered that the budget allows for 9 months of funding of operations and maintenance for FY 2018-19. **Brenda Abney** suggested this was inadequate. Because of all the planning that needs to be done before the museum opens, the full funding for FY 2018-19 should be in place now. Brenda Brown suggested this would be ok because payments for exhibits aren't made until they arrive. **Brenda Abney** said she understands exhibit payments, but work is going on now and it needs to be funded. **Christine Halvorson** asked if it is a fait accompli that the position

will not be funded in FY 2018-19. Brenda Brown answered that it is. **Christine Halvorson** asked if there was any recourse. Brenda Brown answered in the negative. **Brenda Abney** noted that fundraising for such a position would be an enormous burden on that staff at this point in the process. **Christine Halvorson** inquired as to the funding model for the Chandler Center for the Arts. Jody Crago stated that Chandler Center for the Arts funding comes from the Cultural Foundation, which is a non-profit. **Brenda Abney** suggested that the Cultural Foundation probably gets staff support for fundraising. Brenda Brown stated that the Cultural Foundation funds 25 positions and does all their own fundraising.

## **6. MEMBERS COMMENTS/ANNOUNCEMENTS**

Jody Crago asked Board members to join museum staff and other volunteers at the volunteer recognition reception immediately following this meeting on the City Hall Mezzanine.

## **7. CALENDAR**

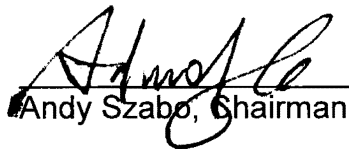
a. Next meeting will be Wednesday, May 2, 2018

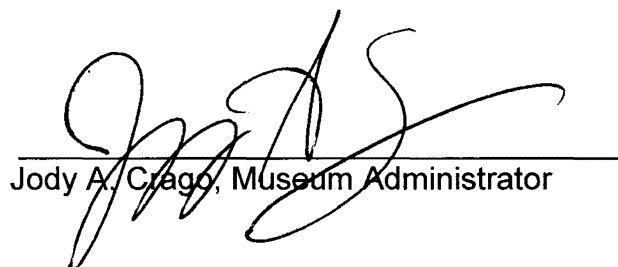
## **8. INFORMATION ITEMS**

- a. Arizona Railway Museum Report: April 2018 (Attachment B)
- b. Chandler Museum Report: April 2018 (Attachment C)
- c. Chandler Historical Society Report: April 2018 (Attachment D)
- d. Chandler Sports Hall of Fame Report: April 2018 (Attachment E)
- e. Partners of Tumbleweed Ranch Report: April 2018 (Attachment F)

## **9. ADJOURNMENT**

Meeting was adjourned at 5:06 p.m.

  
\_\_\_\_\_  
Andy Szabo, Chairman

  
\_\_\_\_\_  
Jody A. Crago, Museum Administrator

**MUSEUMS ADVISORY BOARD**  
**Chandler City Hall, 175 S. Arizona Avenue**  
**4<sup>th</sup> Floor Medium Conference Room**  
**May 21, 2018 – 4:00 p.m.**  
**REGULAR MEETING MINUTES**

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the MUSEUMS ADVISORY BOARD and to the general public that the **MUSEUMS ADVISORY BOARD** will hold a meeting open to the public on **Wednesday, May 21, 2018 at 4:00 p.m.**, in the Chandler City Hall, 175 S. Arizona Avenue, 4<sup>th</sup> Floor Medium Conference Room, Chandler, AZ.

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Dated: 10/3/2018 11:30 AM

**A G E N D A**

**1. CALL TO ORDER / ROLL CALL**

**Andy Szabo** called the meeting to order at 4:05 p.m.

Members present:     Andy Szabo, Chair  
                              Brenda Abney  
                              Christine Halvorson  
                              Michelle Reid  
                              Joshua Askey

Members absent:     Seth Graham

Others present:     Jody Crago, Museum Administrator  
                              Nate Meyers, Curator of Collections  
                              Tiffani Egnor, Curator of Education

**2. APPROVAL OF MINUTES**

a. Minutes of April 14, 2018

Motion to approve minutes of April 14, 2018, by Brenda Abney. Second by Christine Halvorson. Motion carried unanimously.

### **3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

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**None.**

### **4. ACTION AGENDA**

- a. Approval of Recommendations of Chandler Museum Collections Committee  
Nate Meyers presented the recommendations of the Chandler Museum Collections Committee (Attachment A). Motion to approve the recommendations of the Collections Committee by Andy Szabo. Second by Michelle Reid. Motion carried unanimously.
- b. Election of New Museums Advisory Board Chair and Vice Chair  
At the annual election of the Museums Advisory Board Chair and Vice Chair, Joshua Askey volunteered to Chair the Board and Michelle Reid volunteered as Vice Chair. Motion by Brenda Abney to make Joshua Askey the Chair of the Museums Advisory Board and Michelle Reid the Vice Chair of the Museums Advisory Board. Second by Christine Halvorson. Motion carried unanimously.

### **5. BRIEFING ITEMS**

#### **a. New Museum Project Status Update**

Jody Crago began the briefing by noting that the project is on time and on budget. The next milestone is to make the building water tight, and the deadline for that is the end of June. The roof is completed and passed inspection. The vapor barrier is installed, and the exterior is ready for the overlayment of steel plates and stonework. The HVAC unit is in place. They are looking at the potential for the unit to make a whistling noise as air moved through the ducts, and are trying to minimize that sound. We are awaiting the welding of joints for the art piece in the Living Room. Work on the street corners is progressing. The remaining palo verde and palm trees between the new building and the road will be removed and ultimately replaced with desert landscaping that will not hide the museum. Glass installation will begin next week. Drywall has been installed.

Museum staff has been working on policies and procedures as well as a staffing plan, programming plan, and suggested open hours. At this moment, the planned hours are 11 am to 5 pm, Tuesday through Saturday, with special hours the second Sunday and Third Thursday of every month in order to make the museum available to different and new audiences. Staff is recommending staying open until 5 pm daily in order to accommodate students and their families after school. Staff will use programming to drive attendance on Saturday without expanding hours. Exhibit openings will be held on Third Thursdays in order to maximize staffing and use of Thursday evening hours.

**Christine Halvorson** asked if the museum would be hiring any part time, low level staff to help.

Jody Crago noted that the Museum currently has several temporary education staff members. Tiffani Egnor is currently assessing the use of those staff members. There is some potential for additional hours in the new budget, though the Museum did not get its usual \$5,000 in one time money to pay for the services currently offered by the Museum, which creates a roughly \$10,000 hole in the programming budget. **Christine Halvorson** inquired whether that meant the Museum would be more reliant on volunteer help. Tiffani Egnor responded that the Museum had relied on volunteers for tours in the past with poor results – volunteers were worked too hard, they got sick, they may back out once in a while. In the end, she noted that we don't want to ask people to do for free what we pay other people to do.

Joshua Askey inquired as to whether the Museum had a foundation in place.

Jody Crago answered in the negative, but that there are a couple ways to look at the situation. There was a longtime assumption that Chandler Historical Society would fill that role, but that has not worked out. The Society has a pot of money that they are unwilling to spend on the Museum. They recently changed their by-laws to make it more difficult to spend that money. There will be a large ask for money when the Society reconvenes in the fall. Furthermore, the Museums Advisory Board is advisory with no fundraising authority. The Cultural Foundation has that authority. There are options out there to change the authority of the MAB or to start a new "Friends" or "trust" organization. As it stands, the Museum can currently accept monetary donations and deposit them in trust funds rather than the City's general fund.

Joshua Askey requested that an item be put on next meeting's agenda to discuss fundraising for the Museum, noting that the time to strike is now and that the Board should be proactive in finding sources of money for the Museum.

Brenda Abney noted that it would be nice if the Society would take on that role and embrace the new museum. But without them, it might still be possible to make some asks on behalf of the Museum, with the money going into the Museum's trust accounts.

Joshua Askey noted that the Board would need something to present if they are going to make any asks

Brenda Abney stated that the Museum is a service the city provides and that the City should fund it accordingly. The Museum will of course accept donations and seek out grants, but it is reliant on the ongoing City funds for regular operations.



Jody Crago said that the Museum staff could do a dog and pony show as long as the ask comes from the Board, and as long as it supports something specific. Donations to the Museum are still donations to a not-for-profit, just not a 501c3.

Christine Halvorson noted that the creation of a foundation is a good idea and suggested a Young Friends of the Museum group. It could be made up of employees of local corporations.

Brenda Abney agreed that could be a good idea, but noted that it requires staff time to develop. She further noted that there isn't enough staff time to do the work of the museum, let alone development.

Michelle Reid asked how the current Museum trust funds are managed.

Jody Crago stated that the funds in the trust are fully liquid as long as they are budgeted for every year. He compared it to a checking account. He further noted that the Society had agreed roughly three years ago to serve as a pass through for grants.

Michelle Reid noted that it may be easier to make use of existing trust funds than to start a new fundraising organization.

Jody Crago stated that it is possible that City leadership may ask for there to be a non-profit support organization in place.

Michelle Reid asked if the Museum could piggyback on the Cultural Foundation.

Jody Crago answered that there have been inquiries about that idea. He noted that the Chandler Center for the Arts provides 100% of the staffing needs of the Cultural Foundation, and it would be a challenge for Center staff to take on the needs of the Museum in addition to their own.

Brenda Abney noted that it would be desirable to avoid setting up a second fundraising board in competition with the Cultural Foundation. We do not want to set up a situation where culture and arts are pitted against one another in fundraising.

Jody Crago wrapped up the discussion with a few upcoming dates. Substantial completion of the project is planned for the end of August with a possible dedication on December 8. That would leave the months of September through November dedicated to moving in and installing exhibits.

## **6. MEMBERS COMMENTS/ANNOUNCEMENTS**

Jody Crago asked if any Board members had yet to receive their City appreciation cup. Andy Szabo had not, and claimed one of them.

## 7. CALENDAR

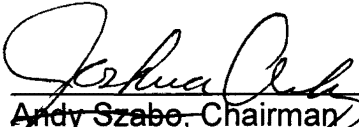
- a. Next meeting is scheduled for June 6. Brenda Abney asked if there was any business for that meeting. Tiffani Egnor noted that the June meeting traditionally has the year end education round-up. Jody Crago suggested skipping meetings in June and July and meeting in the new museum in August. He will check with the GC to determine a good date.

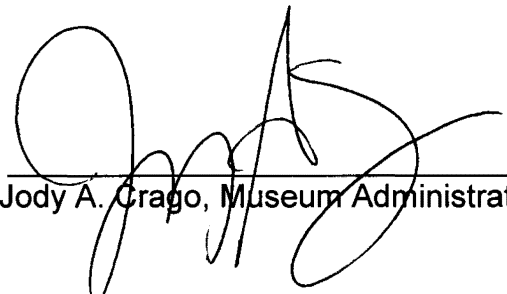
## 8. INFORMATION ITEMS

- a. Arizona Railway Museum Report: May 2018 (Attachment B)
- b. Chandler Museum Report: May 2018 (Attachment C)
- c. Chandler Historical Society Report: May 2018 (Attachment D)
- d. Chandler Sports Hall of Fame Report: May 2018 (Attachment E)
- e. Partners of Tumbleweed Ranch Report: May 2018 (Attachment F)

## 9. ADJOURNMENT

Meeting was adjourned at 5:14 p.m.

  
\_\_\_\_\_  
Andy Szabo, Chairman  
JOSHUA ASKEY

  
\_\_\_\_\_  
Jody A. Crago, Museum Administrator

**MUSEUMS ADVISORY BOARD**  
**Chandler City Hall, 175 S. Arizona Avenue**  
**4<sup>th</sup> Floor South Conference Room**  
**September 5, 2018 – 4:00 p.m.**  
**REGULAR MEETING MINUTES**

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the MUSEUMS ADVISORY BOARD and to the general public that the **MUSEUMS ADVISORY BOARD** will hold a meeting open to the public on **Wednesday, September 5, 2018 at 4:00 p.m.**, in the Chandler City Hall, 175 S. Arizona Avenue, 4<sup>th</sup> Floor South Conference Room, Chandler, AZ.

(Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.)

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the City Clerk's office at (480) 782-2180. Requests should be made as early as possible to allow time to arrange accommodation.

Dated: 10/3/2018 11:30 AM

**A G E N D A**

**1. CALL TO ORDER / ROLL CALL**

**Joshua Askey** called the meeting to order at 4:02 p.m.

Members present: Joshua Askey, Chair  
Brenda Abney  
Christine Halvorson  
Michelle Reid  
Andrew Szabo  
Tom Escobedo  
Holly Metz

Members absent: None

Others present: Jody Crago, Museum Administrator  
Nate Meyers, Curator of Collections  
Tiffani Egnor, Curator of Education  
LaTricia Woods

**2. APPROVAL OF MINUTES**

a. Minutes of May 21, 2018

Motion to approve minutes of May 21, 2018, by Andrew Szabo. Second by Michelle Reid. Motion carried unanimously.

### **3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

Members of the audience may address any item not on the agenda. State Statute prohibits the Museums Advisory Board from discussing an item that is not on the agenda, but the Museums Advisory Board does listen to your concerns and has staff follow up on any questions you raise.

None.

### **4. ACTION AGENDA**

- a. Approval of Recommendations of Chandler Museum Collections Committee  
Nate Meyers presented the recommendations of the Chandler Museum Collections Committee (Attachment A). Motion to approve the recommendations of the Collections Committee by Brenda Abney. Second by Michelle Reid. Motion carried unanimously.

### **5. BRIEFING ITEMS**

- a. AASLH Leadership in History Award  
Jody Crago announced that the Chandler Museum had been granted a Leadership in History Award by the American Association for State and Local History (AASLH). The Award is given annually to several institutions from across the country for achieving a standard of excellence in conducting history. Awards are given for a variety of projects, including exhibits, public programs, publications, and more. Chandler was awarded a Leadership in History Award for our work on Japanese American internment, including the UnAmerican: Japanese American Internment in Our Own Backyard exhibit; public programs around the exhibit; the paper crane project; the Nozomi Park kiosk; and various public presentations. Staff will travel to Kansas City later in September to receive the award at the AASLH Annual Meeting.
- b. 2017-18 Programming Summary  
Tiffani Egnor shared with the Board data regarding Museum programs in the 2017-18 season (Attachment B). She noted that since the Museum was closed for the season due to construction, staff put an emphasis on going to people with presentations. She pointed out a spike in the number of presentations and people served in presentations. Tiffani Egnor also mentioned a new program, in partnership with Chandler Gilbert Community College, teaching courses to lifelong learners. Additionally, she noted that it appears by the numbers that field trip numbers stagnated. This is actually not the case, but the Red for Ed walkout caused the cancellation of three field trips.  
Christine Halvorson noted that the numbers were impressive, especially given the limited resources of the Museum. She inquired how the programming works

and who does presentations. Tiffani Egnor noted that staff members with the most knowledge in a given subject area generally give presentations on any given topic. Christine Halvorson asked if the presentations were free. Jody Crago noted that occasionally we receive donations for presentations, but they are offered as a free service. Christine Halvorson inquired whether there was a criteria for determining which organizations staff speaks to. Jody Crago noted that there are limits on the number of presentations given every month. Staff will decline if an audience or group is too small. Presentations are limited to topics on Chandler issues, and often new presentations are developed to test out interpretations and stories for use in future exhibits.

Andrew Szabo asked why there was a drop in number of scout programs.

Tiffani Egnor noted that it simply comes down to requests, and the Museum didn't receive many requests for scout programs this year. The Museum has not traditionally marketed to scout groups. Scout programs are complicated by the limited window in a day during the season to conduct a program. We are limited by the lack of electricity at the Ranch to conducting scout programs after school but before it gets dark. Jody Crago stated that there is an opportunity for increased scout programming in the new building.

Tiffani Egnor concluded the conversation by noting that we are trying to simplify the process to request a presentation or a speaker or a field trip through the use of online forms.

c. New Museum Project Status Update

LaTricia Woods is a PR and marketing professional who is helping the Museum staff promote the new museum. She distributed a marketing plan for the Museum (Attachment C) and walked the Board through it step by step.

Brenda Abney thanked LaTricia Woods for volunteering and stated her approval of the plan. She asked what the plan was for events on opening day. Jody Crago answered that while the plans are still being made, there will certainly be a ribbon cutting with City officials with various other events throughout the day and into the evening.

LaTricia Woods suggested that the Museum has too long been a community secret, and stated her hope that Board members would help to spread the word.

Brenda Abney noted that Board members should share information about the Museum through social media. Tom Escobedo asked what those without social media accounts could do. Tiffani Egnor noted there will be a rack card in short order. Jody Crago mentioned that Board members could talk up the new Museum in the community and with elected officials. Brenda Abney suggested sharing news through the museum community on list serves and social media platforms. Christine Halvorson asked about other elected officials, like state legislators, and whether they could get a tour. LaTricia Woods noted that the City Council memo could be broadened for a wider audience of elected officials, and that all elected officials from Chandler will be invited to the grand opening. Christine Halvorson asked about alternative uses of the building, particularly political fundraisers. Jody Crago noted that the exact nature of how the building works is unknown until staff has spent time there. Rentals will be worked out

down the road. Brenda Abney followed up by noting that City resources cannot be used to influence an election. The City of Tempe discourages political activities in their spaces.

Joshua Askey inquired about the number of people we hope to reach with the plan. LaTricia Woods noted that we still need to determine the number of people we can serve at the Museum at a given time. Joshua Askey further asked if there was a contingency plan if thousands of people show up to the opening. LaTricia Woods stated that a plan will need to be worked out with the mall to facilitate any parking needs beyond those in the new Museum parking lot.

Joshua Askey asked about the potential for other sources of income, including through rentals. Jody Crago noted that policies and procedures will be developed over the course of the year. Joshua Askey noted that it could help marketing efforts if people knew the facility was available to rent. Jody Crago stated that it's important to keep in mind that ensuring people learn about Chandler is the central mission of the Museum.

Jody Crago noted that the opening of the Museum is scheduled for December 8, 2018. Tentatively the day will kick off at 9 am with a ribbon cutting ceremony. More details will be available next month.

Jody Crago continued regarding the progress of construction. Multimedia has been set up and tested. Electricity to the McCullough-Price House is on, but work continues on the McCullough-Price House HVAC unit. There have been several delays involving concrete, in that initially there was not enough concrete available, and now crews are unavailable. Paving and landscaping are delayed due to the delays in concrete pouring.

Christine Halvorson asked if the delays in concrete will result in postponing the December 8 opening. Jody Crago stated that occupancy is scheduled for October 1, and that project is on target, including a final sign over by the contractor on November 19.

The Museum will open with Awkward Family Photos the Exhibit and Gaman: Enduring Japanese American Internment at Gila River. Not long after opening, Frank Lloyd Wright: Architecture of the Interior will open. Christine Halvorson asked if staff had had discussion with the JAACL. Jody Crago noted that there has been an ongoing discussion between staff and the JAACL. In fact, recently Jody Crago sat down for an interview for KJZZ's program "Q & AZ" and suggested the host also reach out to the JAACL for their perspective. Tom Escobedo noted that he recently attended an event at Quarthaus, and observed a lot of use of hashtags on social media to promote the venue and event. Jody Crago noted that the Museum will do a similar thing with hashtags, especially with the Awkward Family Photos exhibit, using some of their most famous photos as photo cutouts. Christine Halvorson asked if the Museum would sell items. Jody Crago noted that there are lots of opportunities with the Awkward Family Photos exhibit.

d. Museum Fundraising Options

Jody Crago began the discussion by noting that this is a continuation of a discussion from May's meeting of the Board. He noted that the nature of the

Board is advisory, not fundraising, but that the Board can make suggestions for actions to pursue.

During a long discussion, topics such as the ability and willingness of the Chandler Historical Society (CHS) to serve as a fundraising arm for the museum were discussed. Joshua Askey agreed to call historical society president Martin Sepulveda to begin a discussion. If CHS is not able or willing, discussion ensued regarding the feasibility of starting a new group, potentially continuing the model set forth by the Chandler Sports Hall of Fame and Partners of Tumbleweed Ranch, which raise money for the Museum around their particular interests.

The Board was in agreement that the new building offers several opportunities for fundraising options, ranging from encouraging donations to gift shop sales to facility rentals, but always coming back to the importance of having a strong non-profit partner.

The discussion concluded with Joshua Askey encouraging Board members to reach out to at least five people in their circles to solicit donations directly to the Museum. He also asked staff to create a list of program costs and what kinds of things money could be raised specifically for.

## **6. MEMBERS COMMENTS/ANNOUNCEMENTS**

None.

## **7. CALENDAR**

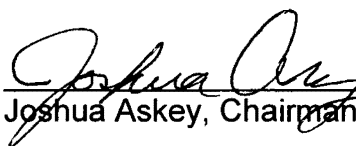
a. The next meeting is scheduled for Wednesday, October 3, 2018. The location will be determined as the date approached. If the new Museum is ready to host a meeting it will be held there. If not, it will be held in City Hall.

## **8. INFORMATION ITEMS**

- a. Arizona Railway Museum Report: September 2018 (Exhibit D)
- b. Chandler Historical Society Report: September 2018 (Attachment E)
- d. Chandler Sports Hall of Fame Report: September 2018 (Attachment F)

## **9. ADJOURNMENT**

Meeting was adjourned at 6:28 p.m.

  
Joshua Askey, Chairman

  
Jody A. Crago, Museum Administrator

**MUSEUMS ADVISORY BOARD**  
**Chandler City Hall, 175 S. Arizona Avenue**  
**4<sup>th</sup> Floor South Conference Room**  
**October 3, 2018 – 4:00 p.m.**  
**REGULAR MEETING MINUTES**

Pursuant to Resolution No. 4464 of the City of Chandler and to A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN to the members of the MUSEUMS ADVISORY BOARD and to the general public that the **MUSEUMS ADVISORY BOARD** will hold a meeting open to the public on **Wednesday, October 3, 2018 at 4:00 p.m.**, in the Chandler City Hall, 175 S. Arizona Avenue, 4<sup>th</sup> Floor South Conference Room, Chandler, AZ.

(Agendas are available in the Office of the City Clerk, 175 S. Arizona Avenue.)

Persons with a disability may request a reasonable accommodation such as a sign language interpreter by contacting the City Clerk's office at (480) 782-2180. Requests should be made as early as possible to allow time to arrange accommodation.

Dated: 2/6/2019 2:25 PM

**A G E N D A**

**1. CALL TO ORDER / ROLL CALL**

**Joshua Askey** called the meeting to order at 4:04 p.m.

Members present: Joshua Askey, Chair  
Brenda Abney  
Christine Halvorson  
Michelle Reid  
Andrew Szabo  
Tom Escobedo  
Holly Metz

Members absent: None

Others present: Joshua Wright, Assistant City Manager  
Jody Crago, Museum Administrator  
Nate Meyers, Curator of Collections  
Tiffani Egnor, Curator of Education  
Lizzie Olson, Customer Service Representative

**2. APPROVAL OF MINUTES**

a. Minutes of September 5, 2018



Motion to approve minutes of May 21, 2018, by Christine Halvorson. Second by Tom Escobedo. Motion carried unanimously.

### **3. SCHEDULED/UNSCHEDULED PUBLIC APPEARANCES/CALL TO PUBLIC**

Members of the audience may address any item not on the agenda. State Statute prohibits the Museums Advisory Board from discussing an item that is not on the agenda, but the Museums Advisory Board does listen to your concerns and has staff follow up on any questions you raise.

None.

### **4. ACTION AGENDA**

None.

### **5. BRIEFING ITEMS**

#### a. New Museum Project Status Update

Jody Crago reported that the new museum is not quite ready for staff to begin operations. The parking lot has not yet been paved. The recent rain is causing delays in pouring. All deliveries are waiting for paving to be completed as large delivery trucks cannot enter the muddy site. It is predicted that staff will be able to move into the facility the week of October 15. The exhibit Mila walls have arrived, and despite the mud were delivered into the new building. There is work that needs to be done to the HVAC unit in the staff kitchen of the new building, and the AC splits need to be installed in the Price House. In order to obtain temporary occupancy, issues related to health and safety need to be addressed. One of the priorities is that fire trucks need to have access to the site.

**Holly Metz** inquired about whether there have been any issues with the building due to the continuous rain. Jody Crago noted that there was a small issue with a leaky runoff drain. Luckily weatherproofing on the east side of the building had been completed before the rains started.

Wall graphics will not be installed until substantial completion of the building.

#### b. Museum Fundraising Options

A document listing projects which could be funded through fundraising efforts was distributed (Attachment A). This document was developed at the request of the Board at their last meeting. Jody Crago explained that exhibit costs, at least for travelling exhibits, are fairly straightforward and most rental and shipping fees are known in advance.

Joshua Askey inquired whether the documents could be considered a 24 month projection. Jody Crago noted that it is not quite a 24 month projection.

Permanent exhibits are planned out for more than 3 years. Travelling exhibits are planned out as far as 2022, though there are holes to fill in the current schedule. Joshua Askey further inquired if travelling exhibits require deposits

and if those deposits are refundable. Tiffani Egnor answered that it is customary to put 50% down as a deposit, and that sometimes it is refundable. Joshua Askey further inquired about whether the costs for staff time were included in the document. Jody Crago answered that staff time is not included in the document.

Brenda Abney pointed out the line item for contract services and inquired what that refers to. Jody Crago noted that could include printing and shipping. Brenda Abney then asked if costs are accounted for in current budget. Jody Crago answered that the costs are currently taken from the Museum budget, but that the budget as constructed reflects standards from 2011, when planning for this project began, and did not specifically account for the needs of the new building. A revised budget was never requested through the CIP process. Brenda Abney asked if the Curator of Exhibits position will be included in the next fiscal year. Jody Crago said that the directive has been to show success with the new building before more resources will be added to the Museum Division. Christine Halvorson asked for clarification on whether the position would be coming or not. Jody Crago answered that the schedule of the exhibits and programs is meant to show planned success while balancing the realities of a reduced capacity. Brenda Abney noted that printing and graphic design in-house may reduce long term costs, though it would increase the upfront costs. She asked if the City has a print shop that the Museum could use. Jody Crago replied that the City does have a print shop, though not capable of printing things on the scale of Museum exhibits.

Joshua Askey asked if there is an ideal number of exhibits in a year that would help grow the Museum audience. Jody Crago answered that exhibits are different sizes and content, making it difficult to put a number on an ideal target. He stated that the number of exhibits is less important than the space management and content for now. Brenda Abney agreed and stated she had experimented with the frequency of exhibits at a former institution, and found that 6-8 week turnarounds were too short and people felt they couldn't properly explore them, though that can depend on the content. Flipping exhibits too quickly does not help drive visitation. Exhibits need to be supplemented with programs which changes the experience with each visit. Jody Crago continued that the goal is for people to see something new if they visit as frequently as once a quarter, and that people requested to see more of the Japanese American internment story. The 2009 planning process showed that people want to see an active, changing place. Tiffani Egnor noted that in the first year it is planned that we will have five short run exhibits of 2-3 months, which allows just enough time to flip the gallery for each new exhibit. Jody Crago noted that programming is vital. Brenda Abney noted that it is critical to get an exhibit position on board in order to free up the rest of the staff to do programs. Joshua Askey inquired as to the cost of the new position. Jody Crago noted that the entire package would be worth about \$85-\$90k. Joshua Askey asked if that would be sufficient to attract a well qualified candidate. Jody Crago and Brenda Abney both answered affirmatively. Holly Metz noted that the exhibits position will require a different skillset than the collections and education positions.

Christine Halvorson inquired as to whether asked if the position is already in next year's budget. Jody Crago stated that it is not but that it will be requested. Joshua Askey asked what the MAB can do to get the curator position in place and asked if an endowment could be created. Brenda Abney noted that it is fairly uncommon for a City to have an endowment, especially for a City funded position. Fundraising should focus on efforts to enhance education programs and exhibits with City supporting the framework. Jody Crago pointed out that the attachment includes education programs and collections work.

Brenda Abney noted that the new building will be a great showcase, a great place to say "this is what we're doing, this is where we want to go." She noted that grants are available, but it takes a person to write and oversee them. Tom Escobedo asked if there is a grant writer on staff. Jody Crago answered that there is not, though the City can help administer grants. Brenda Abney noted that consideration needs to be put to whether a grant is worth the effort. Jody Crago shared the experience of the Nozomi Park Kiosk NPS grant, noting that the staff time was not worth it in the end.

Jody Crago noted that we have not yet discussed earned income from tickets, rentals, gift shop, or membership. Brenda Abney noted that it is important to make sure those revenues can go to the Museum instead of the general fund. Michelle Reid inquired whether the new museum will create enthusiasm for giving and whether there is a mechanism in place to accept gifts. Jody Crago noted that we still need a development plan for the Museum.

Jody Crago noted that giving could be handled by a non-profit. Joshua Askey said he had spoken with Chandler Historical Society President Martin Sepulveda. Martin had stated that CHS needs to have a heartfelt conversation amongst board members, noting that some of their struggles are beyond the help of MAB. Tom Escobedo said that there's lots of discussion amongst the CHS board members, and has been for 15 years. The new museum will either kick start CHS or kill it off, and he's hopeful it will kick start things. Brenda Abney noted that the CHS board members may grieve the loss of the old museum idea, but will hopefully be energized by the new building. Tom Escobedo expressed his hope that the next generation will be excited by the new building.

Christine Halvorson asked if it would be appropriate to approach corporations and give tours. Jody Crago noted that he thought it would be ok once the mechanism to facilitate giving is in place. At the moment the Museum can accept cash donations in a "Museum trust fund," but that no one really oversees it.

Joshua Askey stated his belief that CHS is the best option for a non-profit partner. Holly Metz noted a similar situation at the Huhugam Heritage Center, and suggested that what is needed is a passionate person with development skills to establish a foundation. Brenda Abney reiterated that CHS is the best option. Joshua Askey stated that we need to think about a mechanism for giving and donor recognition. He requested embossed invitations to the museum opening that Board members could personalize and hand out to people. He encouraged Board members to spread the word about the Museum

in their circles. Michelle Reid asked what advocacy the board can do to encourage CHS and giving in general. Jody Crago stated that a presentation could be made during the budget process.

## **6. MEMBERS COMMENTS/ANNOUNCEMENTS**

Jody Crago showed off the certificate the Museum received for the American Association for State and Local History Leadership in History award.

## **7. CALENDAR**

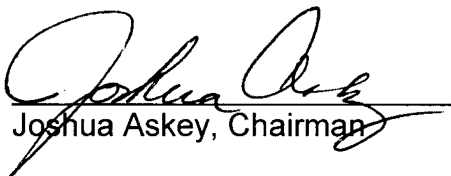
a. The next meeting is scheduled for Wednesday, November 7, 2018.

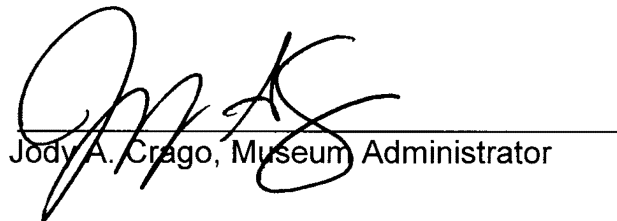
## **8. INFORMATION ITEMS**

- a. Chandler Historical Society Report: October 2018 (Attachment B)
- b. Chandler Museum Report: October 2018 (Attachment C)
- d. Chandler Sports Hall of Fame Report: October 2018 (Attachment D)
- e. Partners of Tumbleweed Ranch Report: October 2018 (Attachment E)
- f. Arizona Railway Museum Report: October 2018 (Attachment F)

## **9. ADJOURNMENT**

Meeting was adjourned at 5:18 p.m.

  
Joshua Askey, Chairman

  
Jody A. Crago, Museum Administrator

MINUTES OF THE MUSEUMS ADVISORY BOARD OF THE CITY OF CHANDLER, ARIZONA, held on  
Wednesday, December 6, at 4:00 p.m., City Hall 4<sup>th</sup> Floor Medium Conference Room, 175 S. Arizona  
Avenue, Chandler, Arizona.

**Members present:**

Andy Szabo, Chair  
Brenda Abney  
Joshua Askey

**Staff Present:**

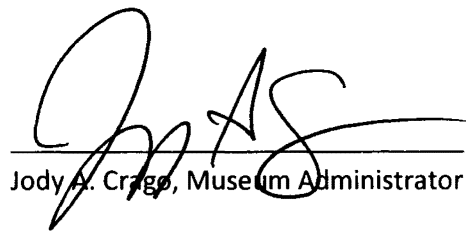
Jody A. Crago, Museum Administrator  
Tiffani Egnor, Curator of Education  
Nate Meyers, Curator of Collections

**Members absent:**

Seth Graham  
Michelle Reid

1. CALL TO ORDER/ROLL CALL

There was no quorum, therefore no meeting was held.



Jody A. Crago, Museum Administrator