

## Meeting Minutes of the Board of Trustees

**Date:** Tuesday, March 1, 2022

**Location:** Family Museum – The Den 7:30 a.m.

**Trustees Present:**  Behrens;  Clausen;  Hahm;  Hartley;  Jaeke;  Judge;  Selden;  Tinsman;  True;  Vogel

**Staff Present:** Kidwell, Hodgini, O'Sullivan-Jens, Klein

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### Welcome and Announcements

Kidwell called the meeting to order at 7:38 a.m. Introductions were made to two new board members Heather Hartley and Chris True.

### Discussion /Decisions

- **Hartley moved to nominate Jodie Behrens as Board Chair; Jaeke seconded the motion.**
- **Vogel moved to approve December Board Meeting Minutes; Judge seconded the motion.**
- Kidwell reported on staff changes at the Museum; Tom Stanger retired as Exhibits Coordinator last year and Caroline O'Sullivan-Jens will replace Stanger, after an unsuccessful search for an Exhibit Coordinator. O'Sullivan-Jens will keep many of her current duties; managing the front desk and Corner Store, along with her new exhibit manager duties and her new title will be Guest Experiences and Exhibit Coordinator. Due to O'Sullivan-Jens taking over exhibits Frieda Gerboth was made Lead Guest Services Assistant and the volunteer portion of her job will go to current Guest Services Assistant Lexi Anderson who was hired as the new Volunteer and Special Event Coordinator; special events was added to the volunteer position and Anderson will work part-time. Chandler Cox has resigned and Glenn Boyles will now be working Monday-Friday, doing outreach, instead of working Tuesday-Saturday. The Museum currently has openings for a Guest Services Assistant, Dance Teacher and Floor Assistant.
- Kidwell reviewed a handout on the City Budget and reported the budget is in good shape. Kidwell requested four part-time positions; the City approved two part-time positions: one Floor Assistant and one Exhibit Floor Assistant.
- Kidwell reported there is an upcoming meeting with Kidzibits on the gallery renovation. Kidzibits will start the design this summer, they have a year to complete it and after the design is determined, the Museum will go to bid for fabrication. It has been determined the design will include a repair garage, a camper, road maps, a campsite and the corn machine will be removed to open the backside of the gallery and components will be able to be added to established exhibit areas like the vet clinic, post office, etc. The City has set aside \$200,000 in CIP funds for the gallery renovation.
- O'Sullivan-Jens reviewed attendance and membership numbers for the Board both which are up. She further explained the updates to Birthday parties, reviewed a new cleaning regimen and talked about the upcoming Thomas and Friends traveling exhibit. O'Sullivan-Jens reported the courtyard butterfly gazebo will not have butterflies, the gazebo will become a Dig Zone, thanks to Hodgini, is sponsored by Russell Construction for the next three years.
- Hodgini shared and reviewed the Spring Break Fun flyer and events.
- Hodgini reported she is working on Night at the Museum and reviewed where she needs help.
- Hodgini gave a fundraising update and reviewed her fundraising reviewed grants received to date.
- Kidwell reported the Board of Trustees still needs one more board member.

City Business

NA

Items Added by Board of Trustees

Kidwell reported Hahm is unable to make the standing Board of Trustees Meetings on a Tuesday due to a work conflict, after a brief discussion the Board of Trustee Meetings will take place on the first **Wednesday** of the month, the next meeting is June 8, 2022.

Adjournment

- **Vogel moved to adjourn the Board Meeting; Jaeke seconded the motion.** There being no further regular business; the meeting adjourned at 8:48 a.m.

Respectfully submitted,

Julie Klein  
Administrative Assistant  
Family Museum