

Town of Normal
Children's Discovery Museum Foundation Board
Meeting Minutes - Tuesday, March 12, 2019 - 12:00 p.m.
Children's Discovery Museum – Ron Hill Conference Room, City Hall

Present: Carla Barnes, Marlene Dietz, Caroline Halperin, Ben Harmon, Tracie Henry, Theresa Prosser, Mitch Stebel; Rob Widmer
Staff: Beth Whisman, Andrew Huhn, Sue Wang, Claire Dohn

- I. Call to Order - The meeting was called to order with a quorum at 12:10 p.m. Welcome and Introductions were made of New Board Members, Rob Widmer
- II. Special presentation from Nicor Gas by Bernie Anderson of \$2,500 for the STEAM program. The gift will be recognized during the Pushcart Derby.
- III. Approval of Minutes – Ms. Henry moved and Mr. Stebel seconded that the minutes of the January 15, 2019 meeting be accepted. The motion passed unanimously.
- IV. Financial Report
 - A. Finance Monthly Report – Ms. Wang presented the monthly financial report.
 - B. Ms. Wang reported that the MCK Accounting firm will honor the \$4,400 audit fee, previously charged by the Salaski-Webb Accounting, whom they acquired. Mr. Widmer moved and Mr. Stebel seconded we accept their offer. The motion passed unanimously.
- V. Development Update
 - A. Dean and Pat Messenger have pledged an \$8,000 gift, matched by Caterpillar, for a total gift of \$16,000 for the medical exhibit.
 - B. CDM reapplied for the State Grant funding to fund Imaginaire, which had been previously granted but unfunded. Our local legislators are supportive. We are still hopeful it will be funded soon.
 - C. Healthy Me Medical Exhibit planning has reached 60% of \$350,000 goal. The campaign will be announced at Doctor's In Concert, April 13, 2019.
- VI. Old Business
 - A. Board Retreat resulted in taking a new look at our committee structure, for the board to review. The Executive and Finance Committee's have been combined and will be the Board Officers and Beth Whisman. Other committees would be Development/Fundraising Committee, Events Committee and Ad Hoc Committee.
- VII. New Business
 - A. The CDM Foundation Board budget year was changed to March. Therefore, the slate of officers' election changed. The current slate has agreed to remain for the next year. Mr. Widmer moved and Ms. Prosser seconded the motion to accept the slate of officers for 2019/2020. The motion passed unanimously.
 - B. FY 2019/2020 Budget was presented. Ms. Halperin moved and Mr. Widmer seconded the motion to accept the 2019/2020 budget. The motion passed unanimously.
 - C. Ms. Wang presented the information on once exhibits are completed they are to be donated back to the City, for legal and insurance purposes. Therefore, Ms. Dietz moved and Ms. Barnes seconded the motion to donate the Imaginaire and Great Backyard back to the City of Normal. The motion passed unanimously.
 - D. 25th Anniversary Celebration is planned for September 12, 2019 at the Marriott for a breakfast, save the date, more information to follow. The actual anniversary is March 27th.
 - E. Doctors In Concert and Pushcart Derby planning is underway, Theresa Prosser and Mitch Stebel are working on the committee. Mitch has been able to secure a gift from Busey Bank that will allow for childcare for parents to attend the concert. The education staff will provide activities for the children.

VIII. Executive Director's Report

- A. Planning for needed logistics due to the upcoming construction beginning in May of the Trail East Project. CDM hosts over 10,000 students on field trips in the Spring.
 - B. Ms. Whisman reported they are working on the Annual Report,
 - C. New marketing strategies being planned and tailored.
 - D. Pushcart Derby plans are progressing. We have reached capacity in our current location, we have great growth opportunities if a larger location could be found. Staff is researching options.
- VIII. Adjournment – There being no further items of business, Ms. Barnes moved, and Ms. Henry seconded that the meeting be adjourned. The motion passed unanimously, and the meeting was adjourned at 1:00 p.m.