

Town of Normal
Children's Discovery Museum Foundation Board
Meeting Minutes
Tuesday, July 17, 2018
12:00 p.m.
Children's Discovery Museum Classroom (2nd Floor)

Present: Gina Mandros, Ben Harmon, Mark Jontry, Caroline Halperin, Marlene Dietz
Staff: Beth Whisman, Shelly Hanover, Andrew Huhn, Sue Wang

- I. Call to Order - The meeting was called to order with a quorum at 12:06 p.m.
- II. Approval of Minutes – Mr. Harmon moved and Ms. Dietz seconded that the minutes of the June 12, 2018 meeting be accepted. The motion passed unanimously.
- III. Financial Report
 - A. Audit Report – Mary Ann Webb, of Sulaski and Webb, presented the 9 month audit report, a result of the change in the fiscal year. Mr. Jontry moved and Mr. Harmon seconded that the audit report be accepted. The motion passed unanimously.
 - B. Finance Monthly Report – Ms. Wang presented the monthly financial report.
- IV. Development Update
 - A. Donation Report – The Donation Support Report reflected \$11,167.78 revenue from the museum store. New store manager is creative and really do a great job.
 - B. CDM Pushcart Derby Review – Ms. Whisman shared a video that will be helpful in recruiting for next year.
 - C. CDM Craft Beer and Jazz Street Fair – This year's event is on Saturday, July 21. The volunteer shifts are covered for early shift, yet volunteers are still needed for the 8:45 to 10:30 shift. CM promotions has given a significant donation for a discount on 3000 glasses for the event. Volunteer t-shirts available for all board members and other volunteers
- V. Old Business - None
- VI. New Business
 - A. Budget FY19, presented. Mr. Harmon moved and Ms. Dietz seconded that the FY19 budget be approved. The budget passed unanimously.
- VII. Executive Director's Report
 - A. Ms. Whisman reported that she has been assured that CDM should receive the funding of the State of Illinois grant for the ImagineAir exhibit by Fall of 2018. Therefore, Red Box will be conducting a Design Charette on Tuesday, July 24, from noon to 4:00 pm, all board members are invited.
 - B. CDM will participate in the Museums for All program which allows reduced admission price for families eligible for food support programs. CDM will roll out this program at this year's Worldwide Day of Play.
 - C. Ms. Whisman reported that two new Board Members, Carla Barnes and Paul Scharnett are being voted on at the upcoming Town Council Meeting. We still need to recruit new members to bring the Board up to its full capacity of 15 members. Once Board is fully filled, a Board Retreat will be scheduled.
 - D. Sensory Play Date being held Tuesday, July 17th. Feedback from families will provide CDM to better program for children with sensory needs.

- E. The medical exhibit leadership team has met and the trio is working with Ms. Whisman to develop lead gifts to get the campaign started.
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- VIII. Adjournment – There being no further items of business, Mr. Jontry moved and Ms. Dietz seconded that the meeting be adjourned. The motion passed unanimously and the meeting was adjourned at 1:01 p.m.