

Town of Normal
Children's Discovery Museum Foundation Board
Meeting Minutes
Tuesday, August 14, 2018
12:00 p.m.
Children's Discovery Museum Classroom (3rd Floor)

Present: Gina Mandros, Jason Chambers, Mark Jontry, Caroline Halperin, Terry Ogunleye, Paul Scharnett, 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. Welcome and Introductions were made of New Board Members, Terry Ogunleye and Paul Scharnett. Jason Chambers announced his resignation from the Board due to his new position as a Circuit Court Judge. All wished him well.
- II. Approval of Minutes – Mr. Jontry moved and Ms. Halperin seconded that the minutes of the July 17, 2018 meeting be accepted. The motion passed unanimously.
- III. Financial Report
 - A. Finance Monthly Report – Ms. Wang presented the monthly financial report. The financial report was accepted by consensus.
- IV. Development Update
 - A. Donation Report – CDM Craft Beer and Jazz Street Fair – This year's event on Saturday, July 21 was successful in spite of the rain, raising \$3,423. That is slightly lower than last year, probably as a result of rain interrupting the last hour.
 - B. Breakfast on the Balcony Raffle being planned. Marlene Dietz is securing 4 to 6 Football tickets, parking pass and sway bags for ISU Homecoming. The winner will win museum access and breakfast for 20. Along with ISU game package. Raffle tickets will be sold for \$20 each. Details are being finalized.
- V. Old Business
 - A. Case for Support document draft was shared, a bid for printing will be next.
 - B. Video Commercial was viewed. It's premier was at the Normal Theater during the Mr. Rogers documentary showing.
- VI. New Business
 - A. New Board Member Orientation will be scheduled, all current and new board members are encouraged to attend for updated museum information.
 - B. Board Retreat will be scheduled in early 2019, a Saturday 9:00 to 1:00. Still recruiting hopefully 3 additional members.
- VII. Executive Director's Report
 - A. Ms. Whisman reported that attendance is up, 12,368, as well as 626 volunteer hours. The store is also flourishing.
 - B. Ms. Whisman reported that the Design Charette was held to prepare for ImagineAir exhibit. In addition, she followed up with Dan Brady about receiving the funding of the State of Illinois grant for the ImagineAir exhibit. He is investigating the possible timing of that funding.
 - C. A reminder CDM will kick off Museums for All, a program which allows reduced admission price for families eligible for food support programs, on Worldwide Day of Play, September 29th from 11:00 to 3:00. A PBS celebrity will be attending, Abby Cadabby from Sesame Street. Promotions with various agencies is beginning. Volunteers are needed for the day.

- D. The medical exhibit leadership team has met, and they are working with Ms. Whisman to develop lead gifts to get the campaign started. Meetings with OSF and Advocate have been scheduled.
 - E. Master Gardner, Diane Bock is retiring. The program has been outstanding this year.
 - F. Ms. Whisman has been working with IDOT to update all CDM signs with new logo.
 - G. Annual shut down is scheduled for September 4 through 8, for deep clean. Board members are invited to stop by and see or help if available. Wesleyan student volunteers will assist.
- VIII. Adjournment – There being no further items of business, Ms. Halperin moved and Mr. Scharnett seconded that the meeting be adjourned. The motion passed unanimously and the meeting was adjourned at 1:01 p.m.