

Town of Normal
Children's Discovery Museum Foundation Board
Meeting Minutes
Tuesday, October 9, 2018
12:00 p.m.
Children's Discovery Museum Classroom (3rd Floor)

Present: Gina Mandros, Carla Barnes, Caroline Halperin, Ben Harmon, Mark Jontry, Terry Ogunleye, Teresa Prosser, Paul Scharnett, Mitch Stebel, Marlene Dietz

Staff: Beth Whisman, Andrew Huhn, Shelly Hanover, Brad Stefl

- I. Call to Order - The meeting was called to order with a quorum at 12:03 p.m. Welcome and Introductions were made of New Board Members, Teresa Prosser and Mitch Stebel
- II. Approval of Minutes – Ms. Barnes moved, and Mr. Scharnett seconded that the minutes of the September 11, 2018 meeting be accepted. The motion passed unanimously.
- III. Financial Report
 - A. Finance Monthly Report – Mr. Huhn presented the monthly financial report. The financial report was accepted by consensus.
- IV. Development Update
 - A. 2014 Imagine Air Grant money being held up by new 2016 language requirement, language is being updated and will be taken back to committee. Brady and Barrickman are supportive.
 - B. Medical exhibit team has been meeting with potential donors. They hope to go public for fund raising in April at Doctors in Concert.
 - C. Board Retreat planned for February 2, 2019 from 9:00 to 1:00 at Uptown Station.
 - D. Donor prospect list was circulated, Board Members indicated current relationships for future mailings. Note cards were signed by each Board Member to insert in mailings.
 - E. Breakfast on the Balcony Raffle was a big success. Fran Kaufman was the winner. Funds raised 2018, \$1475.00, increased from 2017's, \$350. Big Success!
- V. Old Business
 - A. Day of Play was held on September 29th. Board Members Mr. Scharnett (provided a Vidette interview), Mr. Jontry and Ms. Ogunleye volunteered. Great attendance, slightly under 3000. Feedback included, PNC bags were a hit, Abby Cadabby was very engaging, the circle was a great place for the event, and play activities provided by business partners very popular. Mr. Scharnett suggested both Democrats and Republicans each should have tents side by side, all about the children.
 - B. Board meetings will change to bi-monthly following the November meeting. The off months should be used for committee meetings.
 - C. Committee listings passed for review and sign up. We can recruit non-Board Members to be on Committees.
- VI. New Business
 - A. Brad Stefl, Exhibits Manager, presented a thorough description of the Imagine Air exhibit. They are currently working from first pass on the design development based on all information collected. They will soon complete the second design, development package, which should be the final. The space is being expanded from approximately 600 sq. ft. to 900 sq. ft. with a budget that is approximately \$130,000. Plans are moving forward with an opening date of November 23, 2018. A pre-opening event on November 21st.
 - B. Museums for All was launched on Day of Play. This program which allows reduced admission price for families eligible for food support programs, 8 families have already

registered. Now we must get the word out about the program so that more families have the opportunity to participate. October 18th, at Trunk or Treat, will be an opportunity. Volunteers needed.

- C. Giving Tuesday is coming up in November 27th.
- D. Yearend appeal is being planned. 2019 is the 25th CDM Anniversary. Estimates for refurbishing the Climber are being collected. Once the correct one is confirmed, that will be tied into the yearend appeal.

VII. Executive Director's Report

- A. Ms. Whisman reported that attendance continues to be outstanding.
- B. There are four Board positions open. One will be voted on at the November Town Council, Pat Bain, with excellent agriculture experience. All asked to look for potential Board Members.
- C. A priority is to keep our story relevant. We were awarded the Top Learning Center for Children in McLean County. We have completed formal education programs at over 250 schools and organizations in 99 communities.

- VIII. Adjournment – There being no further items of business, Ms. Harmon moved, and Mr. Stebel seconded that the meeting be adjourned. The motion passed unanimously, and the meeting was adjourned at 1:05 p.m.