



**BOARD MINUTES**

**July 23, 2022**

**Campbell House Museum**

**1508 Locust St, St Louis, MO 63103**

**MISSION STATEMENT**

**Enriching lives and strengthening communities by connecting Missourians with the people, places, and ideas that shape our state.**

**Campbell House Museum Executive Director, Andrew Hahn, welcomed the MH board and gave a brief overview of the museum.**

**Chairperson Bradford called the meeting to order at 10:03 AM** **Marilynn Bradford**

- I. Welcome Guests Board Members and Staff** **Marilynn Bradford**
- II. Call to Order** **Marilynn Bradford**
- III. Roll Call**

**Marilyn Webster-Brown asked for a Roll Call**

**Present:** Marilynn Bradford (Chairperson), Petra DeWitt (Vice-Chairperson), John Robinson III (Finance), Marci Bennett (Secretary), Nicholas Inman (Assistant Secretary), Peter Hofherr, Treasurer, Trish Erzfeld, Betty Coleman, Laura Dierberg Ayers, Tom Brandom, Blake Sherer, Jason Sides **Virtual:** Marvin Silliman

**Guest:** Chief of Staff to the Lt. Governor-Adam Gresham,

**Staff:** Ashley Beard-Fosnow, Marilyn Webster-Brown, Claire Bruntrager, Caitlin Yeager, Chrissy Sommers

- IV. Approve Agenda** **Marilynn Bradford**

Chairperson Bradford called attention to the agenda under Item VIII – Committees, Grants-Item 2 should be listed as Grant Guidelines Update and under Item IX – Unfinished Business, Item 1 should be listed as Future Meetings Survey. She then asked for a motion to Approve

*Marci Bennett moved to approved the Agenda as stated, and Peter Hofherr Seconded. The motion was approved.*

- V. Approve previous meeting minutes** **Marilynn Bradford**

Chairperson Bradford asked for approval of the Minutes

Laura Dierberg Ayers requested a correction to the spelling of her name.

Chairperson Bradford asked if there were any other corrections, Hearing none, the Chair called for approval by unanimous consent, with the correction being made.

## **VI. Madam Chair Introduced – Adam Gresham, Chief of Staff to Lt. Governor Kehoe**

Gresham thanked the Board for the opportunity to speak and touched on numerous items where the Lt. Governor’s office could be of added value to the Board and on issues to consider for updating since the Type II transfer to the Lt. Governor’s office.

He mentioned the State Budget for the last 3 years, has seen a significant increase that the general assembly allocated to go through MO Humanities. He suggested a need to initiate a Background Checks process for new Board members as an added protection of the council and how the money is managed, while also ensuring increased accountability of new nominees. He gave an example of the model that the Arts Council uses.

The Chair called for Questions/comments from MH Board members, following Mr. Gresham’s presentation

Questions from the Board were:

- Who would do the Background checks? *Gresham indicated the Lt. Governor’s office could assist in the process and felt they were necessary to help ensure accountability.*
- How are gubernatorial appointments are made? *Gresham responded, all Gubernatorial appointments must pass a Background Check and must also take an Oath of Office.*
- Who makes the appointment of the new member? *Discussion ensued between the Board and Gresham, with concerns being raised by each.*
- Other questions were raised regarding the Type II transfer, lines of authority and relationship between the Council and the Lt. Governor’s office, and how we can work together.

Gresham closed with an offer to assist the Council and to consider the Lt. Governor’s office an “added value” to our Mission.

## **VII. Executive Director Report**

**Ashley Beard-Fosnow**

Ashley called on staff to give updates on their work.

### **i. Development- Claire Bruntrager**

Overview of the 7<sup>th</sup> Annual MObmentum Gala, September 11, 2022

- How to become a sponsor
- Silent Auction items and Ticket sales

ii. Programs - Caitlin Yeager

- Overview of Cultural and Heritage programs
- 2022 Signature Series; Eat, Think, & Be Merry Podcast
- Think n Drink
- Hungry For MO/ Podcast
- Small Town Showcase
- US Grant Symposium/Bicentennial Traveling Exhibit at Soldiers Memorial
- Archaeology program/Podcast
- Budder Center program at WashU in November
- Cultural Heritage workshops
- Virtual food program (Won't You Feed My Neighbor)

iii. Veterans Program, Center for the Book – Lisa Carrico's presentation given by Caitlin Yeager

- In-person Veterans writing workshop (St. Louis)
- Next writing workshop will be in KC this fall
- Proud to Be Volume 11 coming soon
- Hungry for MO podcast in KC
- Missouri Center for the books/Reedy Press -August 27<sup>th</sup>, Missouri book festival/Neighbor Reads (Asked for volunteers in Washington MO)
- National Book Festival in DC- Road map to reading. Missouri's, *Growing Up on the River* was chosen as one of the books to be read.
- Is an Advisory chair for the Central region of the Center for the Books.

iv. Community Engagement – Chrissy Sommer

- Map overview of where MH has done programs and provided Grants in 114 counties.
- Social media: FB, Eblast, ENews, Instagram, YouTube.
- MH Marketing Material
- Goals for next year

Executive Director Report

Ashley Beard-Fosnow

MH Mission “Enrich lives and strengthen communities by connecting Missourians with the people, places, and ideas that shape our state”.

- Four Strategic Objectives
  1. Providing Innovating Programs

2. Expanding Connections
  3. Improving Operational Effectiveness
  4. Expanding Cultural Heritage Tourism
- Displayed MH org chart- internal and external
  - Program survey outcome; Most popular were Grants and Speakers' Bureau.

She concluded with asking the board for input on what they want to see for F2023.

*Chairperson Bradford asked if there were any questions:*

Board member Laura Dierberg Ayres questioned how people feel about our programs and Caitlin addressed what is on the survey. Board member Peter Hofherr suggested setting up a matrix with a baseline in conjunction with partnerships to gain further knowledge.

Ashley continued with her report, stating:

- This year state funding through MAC will be \$1.5M (must be spent by June 30<sup>th</sup>, 2023)
- Generally, from NEH funding \$ 1M, this year it may be a little less.

She indicated we would be hosting a Budget Workshop, Friday, September 23<sup>rd</sup>,

## **VIII. Committees –**

**Marilynn Bradford**

- i. Advocacy – Marci Bennett
  - o Working with Adam Gresham of the Lt. Governors' office on what we do, along with Kyna and with the new leadership.
  - o Tom proposed having Advocacy Day and Board meeting on the same day.
- ii. Financial – Peter Hofherr
  - i. Financial Report
 

Highlight the financial statements

    1. Liability and budgeting
    2. Under budget by \$351,000, the main item is the grants.
    3. How funds are being used, i.e., regrants; Tom's suggestion is to look at how accounts payable are shown. Laura asked how can we recoup the 20% that is not spent. The conversation is forthcoming.
    4. How efficient are we? Will be working on a matrix that speaks on the drivers of the organizations.
    5. There will be a budget strategy session the Budget Workshop at the Center for Missouri Studies in Columbia MO.
  - ii. Cost Share and Donation Discussion
 

Marilynn Bradford

Chair Bradford explained how and why it is important that the board complete these forms that represent in-kind dollars that are then reported for match purposes. Forward to Clarice Britton who keeps this reporting.

iii. Grants - Petra DeWitt

i. Overview of Grants (Mini and Major)

May Mini-Grants up to \$2500

- 31 applicants reviewed, 12 rejected, 9 recommended for partial funding, and 9 recommended for full funding.
- Total requested \$72,000, +
- Available balance at the beginning \$277,218, current balance \$239,487.30
- August 1<sup>st</sup> is the deadline for the next round of Major grants, up to \$10,000, 24 grants can be awarded.
- Clarice will preapprove before sending it to the committee

*The Chair called for a motion to Approve the Grants. Petra DeWitt made a Motion and it was seconded by Peter Hofherr. All were in favor of approving the Grants.*

ii. Grants Guidelines Update- Petra presented her committees suggestion for updating the Grant guidelines to more closely reflect the Strategic Priorities.

- She outlined the grant guidelines, and what can and cannot be funded.
- Suggestions covered who can apply, and how often.
- How the wording should be adopted when pursuing applications.

There was discussion regarding emphasis on rural grants and how rural was defined. Jason Sides suggested to go with the census definition of rural and that should be acceptable when determining the applicant's grant request.

*Chair Bradford asked for a motion to approve the wording in the grant guidelines, regarding the rural/underserved definition. Tom Brandom made a motion to accept the changes, second by Jason Sides, the motion was approved.*

It was then brought back that there were still concerns regarding the Frequency paragraph, and a desire to change the definition of how long before you can apply.

The Guidelines were amended to address the issue and the Guidelines amendments are: Page one: add one sentence in the Who May Apply paragraph- "civic organizations" and "organizations..." "MHC specifically encourages applications from organizations located in underserved communities that have never or infrequently applied."

On Second page: in the Types of Supported Activities list: add "Cultural Heritage Programs."

On Third page: in the Frequency paragraph: add: "Preference may be given to first-time applications."

*The Chair then called for a Motion to accept the amendments, Tom Brandom made a motion and it was seconded by Marci Bennett, it was unanimously approved.*

**IX. Unfinished Business**

**Marilynn Bradford**

i. Future Meeting Survey

Chairperson Bradford asked that everyone look at the survey form and register their desires regarding frequency of meetings, locations and how meetings held. In-person, Zoom or combination. The results will be reported at the next Board meeting and will then be included in the Bylaw update.

**X. New Business**

**Marilynn Bradford**

Forming an Ad Hoc Bylaws Committee to address changes since the transfer to the Lt. Governor's office and any other necessary updates.

Laura Dierberg Ayers clarified her vote to extend the terms of John and Marci at the March 26<sup>th</sup> meeting was intended to reconcile the terms to begin and end to align with the annual meeting.

Chair Bradford indicated that the Lt. Governor's legal counsel, Henry Hershel will be made available to assist if needed. Adam Gresham said Henry's insight would be valuable.

Volunteers for the By-Laws Committee chaired by Marilynn Bradford, were Peter Hofherr, Trish Erzfeld, Tom Brandom and John Robinson, with Legal Counsel Henry Hershel serving as an advisor.

*Chairperson Bradford asked for a motion to approve the Ad Hoc Bylaws committee. Peter Hofherr made a motion and it was seconded by Tom Brandom and was unanimously approved.*

- Ashley Beard-Fosnow says staff will assist, and is also looking at bids for outside facilitator, if needed.

In Closing, Chair Bradford informed the Board that Board member Justin Dyer submitted his resignation due to taking a new job at the University of Texas and she wished him well.

**XI. Adjourn**

**Marilynn Bradford**

*Having no more business, Chair Bradford adjourned the meeting, second by Betty Coleman which was unanimously approved.*

Next Board Meeting – October 1, 2022