

THE WESTMORELAND MUSEUM of AMERICAN ART

The Westmoreland Museum of America Art
Board of Trustees Meeting Minutes
April 27th, 2021, 10:00 a.m.

Present: Mrs. Helene Conway-Long, Mrs. Laura Gutnick, Mrs. Anne Kraybill, Mr. Albert Novak, Mr. Martin O'Brien, Dr. Tuesday Stanley, Mrs. Ellen Swank, Mr. Stephen Yslas, Mrs. Eileen Kopelman, Mr. Jim Broadhurst

Emeritus Members: Mr. Don Korb

Absent: Mr. John Boyle, Mr. Armour Mellon, Mrs. Pam Kroh, Mr. Nathan Boxx, Mrs. Laura Fisher

Guests: Mrs. Lisa Stipp, Mrs. Suzanne Wright, Ms. Rhonda Madden, Mrs. Barbara Jones, and Ms. Angela Vallot, and Mr. Mitchell Karp from VallotKarp, joined the meeting for the duration for their presentation.

Mrs. Ellen Swank, President of the Board called the meeting to order at 10:06 a.m.

Approval of Minutes- Mrs. Ellen Swank, President

Mrs. Swank called for questions and corrections to the Consent Agenda, which included the minutes from the January 26, 2021 Board Meeting, the Director's Report, and Advancement Report. Mr. Broadhurst motioned to accept the Consent Agenda. Mrs., Swank seconded the motion. The motion carried.

Collections Committee Report- Mr. Marty O'Brien, Chair & Ms. Barbara Jones, Chief Curator

The Collections Committee Report included proposed gifts, approved loans, and extended loans to the Westmoreland. Mr. O'Brien started his report with the proposed gifts. Mr. O'Brien stated that the proposed gifts included three Sue Abrams archival inkjet prints; an etching on paper by Peggy Bacon; a lithograph on paper by Will R. Barnett; a gouache and ink on paper by Thomas Brownell Eldred; a lithograph on paper by Victoria Ebbles Hutson Huntley; a lithograph on paper by George Schreiber; and two Darius Steward watercolors on paper. Continuing with the gifts, Ms. Jones spoke about Richard Stoner, who has worked as a photographer for the museum for 40 years and his gifted the Museum three gelatin silver prints on paper. She noted that his photographs are a triptych of the Mon Valley 1980's industry. Mr. O'Brien ended with a gift of the Estate of Betty Jane Hansen, an oil on panel, by Edwin Zoller.

Mr. O'Brien then presented the loan requests from the High Museum, which included two John Kane works, an oil on canvas by James Bonar, two portraits of Chatherine Spiese Woods and Mathew Woods respectively, and an oil on canvas by Charles Augustus Mager.

Barbara Jones announced that *Gatecrashers: The Rise of the Self Taught Artist Exhibition* will be arriving in October of 2022, after first traveling to the High Museum and then to the Brandywine River Museum.

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Mr. Broadhurst asked about the extended loans to the Westmoreland. Ms. Jones stated that in the case of the *Joe Magarac* from the University of Pittsburgh, the painting has been here off and on as an extended loan for years because the University cannot properly care for it. Ms. Jones explained that the Westmoreland hopes to buy it from them one day. The other painting, *Men are Square*, is from a collector we have been working with over a number of years.

Mrs. Swank motioned to accept the Collections Report. Mrs. Conway-Long seconded the report. The motion carried.

Development Committee Report: Mr. Jim Broadhurst & Ms. Rhonda Madden, Director of Advancement

Mr. Broadhurst started out the report by stating that the Development Committee has recommended to the Executive and Finance Committee not to move forward with the Carter consultant proposal at this time. He stated that the Committee feels the board is currently not prepared for a campaign, and must first draft some updated internal policies and agreements, identify additional leadership, and cultivate and identify some potential donors that could support such a campaign. He noted that they may go back with Carter at some point and extend a contract or research other firms if and when the Museum decides to launch a campaign.

Finance and Investment Committee Report- Mrs. Suzanne Wright, Chief Financial Officer

Mrs. Wright stated that due to an unforeseen commitment this morning, Mr. Boxx is not present, so she will present a high level update.

Mrs. Wright noted that the Museum finished the third quarter with a strong cash flow. Best case for revenue and expenses were exceeded, and the Committee is feeling very fortunate. She then reported that grant support through the advancement team has been incredibly strong, allowing all of the operating expenses to be met, and stay debt free. The second PPP loan was received in February which was \$334,700. Mrs. Wright stated that part will be used for this fiscal year, and the remaining will be used at the beginning of 2021-2022 within the 24-week guideline, with a request for forgiveness in 2021-22 in the second quarter. She reported that expenses are trending favorably versus the budget. She noted that restricted funding has helped to cover some additional COVID related expenses. The positive expense variance is timing related. Operating reserves are historically high at about six months operating expenses. Mrs. Wright stated that there is continued commitment and support from the Commonwealth foundations. She mentioned the DCED commonwealth Grant for spring, summer and into the next year is for \$300,000.

Mrs. Wright then spoke about the budget, and noted that the operating cash balances are strong coming into FY 2021-2022. Sources come from COVID related grants & gifts that will significantly support operations. Earned income will include the shop and event rentals, plus a big fundraiser in spring of 2022. The advancement team has written operating support into a lot of the restricted grants. Mrs. Wright noted that management's goal is to provide a balanced operating budget with the help of restricted grants.

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She also shared that it is the recommendation of the Executive and Finance Committee, that the bequeath of \$1.5 million goes into an endowment, and the other \$400 000 is in a restricted emergency fund for added stability.

Mrs. Swank moved to accept the recommendations for the bequest, Dr. Stanley seconded the motion. The motion carried. Mrs. Swank motion to approve the proposed budget. Mr. Yslas seconded the motion. The motion passed.

With no further business, Ms. Swank motioned to adjourn the meeting. Mr. Novak seconded the motion. The motion carried. The meeting was adjourned at 10:54. am.

Ms. Angela Vallot and Mitchell Karp conducted a Board Seminar: Your Role in Promoting Diversity, Equity and Inclusion at the Westmoreland Museum of American Art.