**ANDERSON ABRUZZO ALBUQUERQUE INTERNATIONAL BALLOON MUSEUM**

**BOARD OF TRUSTEES**

**MINUTES**

**DECEMBER 2, 2015**

The meeting was called to order at 4:04 pm.

Present were Tom Fisher, Greg Shuman, Nancy Abruzzo, Angela Romero, Cindy Hernandez Wall, Gary Libman, Kim Vesely, and Karen Brown. Staff present were Marilee Nason, Paul Garver, Linda Hubley, Laurie Magovern, Jill Lane and Holly Lowe.

The minutes were read. Greg moved and Gary seconded the minutes be approved as read. Passed.

MUSEUM REPORT

Paul thanked the Board for their service over the last year and he is looking forward to the new year and new challenges.

Betty Rivera has retired and Dana Feldman has been named as the new Director. She will start in January. Attendance and revenue are both up about 10%. Much of this came during Fiesta but there have been increases since Fiesta as well. The Museum Assessment report is complete. Paul is reviewing it and will brief the Board at the next meeting. The museum is putting in a mid-year staffing request for an exhibit curator and a registrar. He will meet soon with the budget committee to discuss and he will advise the Board if the request goes to council.

The theater lighting has arrived and will be installed. Hopefully the theater will open in January. He thanked the Anderson family for their gift.

The contract with UNM for the Weather Lab is in place and the contract with the company doing the interactives is in process. Construction will begin in January. Grant requests and sponsorship requests are also in the works.

FOUNDATION REPORT

There were twenty-five events held during Fiesta and all but one of the viewing events was sold out. There was also more traffic in the gift shoppe. There were also several press conferences and informal private events including two volunteer gatherings with new 10 year anniversary nametags for the volunteers.

Ski New Mexico held their banquet here and it was well received. Benny Abruzzo was inducted into the Hall of Fame.

The Arts and Crafts Fair was well attended with over 500 people. Tickets are now available for Manhattan on the Mesa on New Year’s Eve. Jill has had the services of two interns during the fall semester and they have been very helpful.

Jill directed the Board to her report and the breakdown of Foundation support for 2014 and 2015 and proposed for 2015-2016. Linda asked about the funds designated for marketing and how these are used. Jill explained these cover the Garrity Group contract, the Fiesta banner and the fee for the lobbyist. Gary noted he was in the hospital in Houston during Fiesta and there was something on the news about Fiesta almost every day.

Paul noted the capital outlay for 2015 was $325,000 but it has not been appropriated at this time. 2014 was $274,340, most of which has been spent. November GO bonds are $200,000. Jeremy has been very effective as a lobbyist for the $5,000 investment. He was also responsible for helping to arrange the Two Eagles Day. Kim noted this looks like a dismal year for capital outlay.

EXHIBITS AND COLLECTIONS

Marilee reported that things are coming together for the Andree exhibit. There will be two touch tables in the exhibit, one will show the trip and the other is on the flight and the trek afterward. Several loans are pending including a plaque from the Albuquerque Museum. There are also two small exhibits on stamps and fine art. Paul noted he is very impressed with Marilee’s commitment to detail and historic accuracy.

SPECIAL EVENTS

Events since Fiesta included a Veteran’s Day celebration and a run on Thanksgiving Day. Over 1,200 people attended. Upcoming events include the Posole Ole walk, Special Olympics and the Shamrock Fiesta on March 12. Inquires increased from 567 to 665, site visits went from 149 to 240 and bookings from 77 to 99.

Linda updated everyone on the new rulings from the Fire Marshall. Some changes could affect the number of tables allowed in the two meeting spaces. Egress is required to all exits with an 8 foot clearance. There are only five approved floor plans and the floor plan and permits for each event must be approved in advance.

EDUCATION

Laurie reported that the museum was voted Best Story Time and was in the top five for Best Places to Get Married. There were two volunteer trainings in November and volunteers worked a total of 7,171 hours. The first storytime for Halloween drew 200 people and two Montgolfier events totaled over 700.

Laurie led two workshops at the annual conference of the NM Association of Museums.

Upcoming events include Women and Creativity and Ballooning for All – three day event.

The open air seating is being installed on the north side of the museum and there are pictures on Facebook.

OLD BUSINESS

Some of the sub-committees have been meeting and Nancy would like reports for the next meeting. New member Betty Ann McDermott will be joining us in January. She is with the Center for Hands On Learning.

Nancy and Paul met with Beth Wright Smith about the tethered balloon ride. The price and availability of helium have both improved so it is time for a second look.

NEW BUSINESS

Meetings for 2016 are schedule as follows:

February 3

April 6

June 8

August 3

September 14

December 7

Boards get-together will be September 8

Kim noted we need to publish an agenda 72 hours in advance of all our meetings. It should be posted at City Hall and on the doors at the museum.

The meeting was adjourned at 5:25 pm.