

MINUTES, EXECUTIVE COMMITTEE VMNH August 9th, 2024, 330pm Danville Science Center

Attending: Mark Buss (chair), Melany Clark (vice chair), Lisa Carter (past chair Cord Cothren (treasurer), Lauren Woodson (Secretary), Abby Gump (AG's office), Joe Keiper (ED), Jonathan Martin (CFO)

Approval of Minutes May 2024 (Action)

- Mr. Buss asked for a motion to approve the minutes (Ms. Carter motioned, Mr. Cothren seconded). Minutes were approved by unanimous vote.

Chair's Report

- Mr. Buss gave an overview of the Retreat and planning session.
- The Code of Ethics for VMNH was provided to the board for approval.
- Mr. Buss covered the schedule for evaluating the Executive Director.

Treasurer's Report

- Financials, Fourth quarter FY 2023-2024
 - Mr. Cothren noted that the budget finished cleanly. Some comments were fielded regarding a variance column that might help quick assimilation of the information provided.
 - Mr. Cothren also noted the strong grant revenues coming in from the Foundation.
 - Financials were approved with a unanimous vote.

Executive Director's Report

- Museum operation
 - Keiper covered the success of festivals, including July's Dinosaur Festival with some 4300 in attendance.
 - However, Keiper further noted that the festivals were probably hitting a ceiling attendance-wise. Staff were contemplating increased services to keep them fresh and enhance revenues.
- Major projects
 - VMNH-Waynesboro
 - Funding for *Schematics* has been obtained with work restarting August-September.
 - The Mobile Science Outreach Trailer has been effective, and Keiper is spearheading a special outreach day on September 7th.

Old Business

- Douglas Avenue progress
 - Keiper gave an overview of work done by staff, as well as the process of work with the architect. He noted that the original scope of work was returned to the architect with major edits.

Closed Session

- Mr. Buss read language to bring the Committee into closed session to discuss personnel matters. Mr. Cothren Seconded.
- Closed session was entered at 4:46pm and exited at 5:14pm.

Announcements & Open Discussion

- Abby Gump led the Committee through an update on the electronic communications policy regarding remote attendance.
- Mr. Cothren requested updated materials for the Board Book.
- Next Executive Committee is January 31st, 2025, 3:30pm at VMNH.

Mr. Buss adjourned the meeting at 5:25 PM.