Virginia Museum of Fine Arts

Minutes of the Joint Meeting of the Trustee Fiscal Oversight Committee

and Foundation Budget & Compensation Committee Meeting

Wednesday, 12 December 2018, 11:00am

Theater Level Conference Room #1 AND Publicly Posted Phone Conference

There were present:

Trustee Fiscal Oversight Committee:

David Goode, Chair

Steven A. Markel, Vice Chair

Betty Crutcher

Ankit Desai, *conference*

Anne Noland Edwards

Janet Geldzahler

Martha Glasser

James W. Klaus

Tom Papa

Satya Rangarajan

Pamela J. Royal

Foundation Budget & Compensation Committee:

James W. Klaus, Chair

Kelly Armstrong

Anne Battle

Jennifer Sisk

John R. Staelin, *conference*

Absent:

Lynette Allston

Wayne Chasen

William Cohen

Richard Gilliam

Terrell Luck Harrigan (Trustee)

Carolyn Hsu-Balcer

Eucharia Jackson

Denise F. Keane

Wyckie McClure

Dr. Paul Monroe

Stanley J. Olander

Rupa Tak

Harry R. Thalhimer

Lilo Simmons Ukrop

Deborah Valentine

H. Hiter Harris III, Ex-Officio

Monroe E. Harris, Jr., Ex-officio

By Invitation:

Alex Nyerges, Director

Caprice Bragg

Hazel Duncan

Jody Green

Tom Gutenberger

Connor Hudgins

Laura Keller

Cynthia Norwood

Katie Payne

Hossein Sadid

Jayne Shaw

Bob Tabor

Kimberly Wilson

1. CALL TO ORDER

At 11:09am, Chair David Goode called the meeting to order and welcomed the committee. He introduced Caprice Bragg, the new Vice President for Board Relations and Strategic Planning.

1. MINUTES APPROVAL

**Motion:** proposed by Mr. Goode and seconded by Dr. Royal to approve the September 26, 2018 minutes of the Fiscal Oversight Committee meeting as distributed. Motion approved.

1. FINANCE REPORT

Chief Financial Officer Hossein Sadid presented the budget timeline for FY20. He reported that the museum is on track to propose a complete, balanced draft budget for review by the Trustees in March. He provided an overview of revenue trends and assumptions, including the general fund appropriation from the Commonwealth of Virginia, earned revenues, enterprises, membership, advancement income, endowment income, and grants. He also reviewed expense trends and assumptions for each department. He explained that exhibition expenses will increase due to increase exhibition activities.

He thanked Director of Government Relations Katie Payne for her diligent work advocating for the museum among state government representatives. He explained that the museum has requested additional operating and maintenance support for the McGlothlin wing. There was a discussion of campaign expenses, and Mr. Klaus recommended that the campaign be self-sustaining by FY21. Mr. Sadid reported that the overall budget continues to be refined, with progress made between the time the meeting materials were prepared and the time of the meeting. There was a discussion of using a percentage of future restricted gifts for operating support.

1. CAPITAL PROJECTS UPDATE

Director of Capital Outlay Management Bob Tabor reported on current and upcoming capital projects. The Robinson House will be complete in mid-January, with the use and occupancy permit in-hand in February. This summer, the museum will replace some large air handling units and the Pauley Center Roof. In 2020, the museum will replace the air handling units in the Mellon wing and also replace the plywood in the Mellon European galleries.

1. OTHER BUSINESS/ADJOURNMENT

There being no further business, the meeting was adjourned at 12:19pm.

Recorded by: Laura Keller

 Assistant to the Secretary of the Foundation