**Arkansas Museum Association**

**Conference Call Meeting**

November 7, 2019 3:00-4:30

Members Attending: Samantha Bynum, Angela Gibbs, Gloriann Sanders, Shane Lind, Judy Costello, Heather Marie Wells, Richard Spilman, Britney Kugler, Raymond Screws, Angie Albright

Members Not Attending: Jack Wilson

* Shane motion to accept minutes, Ray seconded. Motion passed
* Treasurer’s Report: Brittney
  + Scholarships have been distributed, Daniel Cockrell has offered to be on scholarship
  + Debit card access issues, mailing to wrong address. Have an appointment set with bank to fix issue. Being mailed
  + Wild Apricot has been updated, more expensive due to not using their payment system. Members debated around if using PayPal or Wild Apricot is cheaper.
  + Heather asked Britney to look into using Wild Apricot, Square, and PayPal.
* AMA Conference
  + Session Proposals
    - We only have eleven session proposals
    - There has been an offer for an out of town speaker to come for a fee.
    - Heather Marie asked board members to encourage session proposals
    - New Professional Development committee members have been added
    - Additional Proposals:
      * Community Engagement: booths and festivals. Asked Judy if the Shiloh Museum does booths at festivals, and they do
      * Administration/Leadership: Samantha: Creating an HR training program
      * Administration/Leadership: Crystal Bridges: Design Sprint Process, focus on upcoming events, marketing design campaigns
      * Community Engagement: Google for Non-profits
      * Angie: Fundraising
    - Heather Marie asked for input about sessions members would attend:
      * Answers were in favor of fundraising and booth setups
      * At a request from Shane, Angie compared membership survey answers to the current spread of sessions. They are generally in line with what was requested last year.
  + Awards: Raymond Screws
    - Had issues with connecting to form
    - Looking for Awards Committee members, asked about qualifications
    - Asked to send another e-mail asking for more award submissions and for an extension for deadline. The deadline was extended to January 17th to encourage additional submissions.
    - The award manufacturer has a fast turnaround time, so that date is enough for submission review and getting the awards completed. He will e-mail Shane for additional information.
  + Nominations: Gloria
    - There are two positions to fill, and she has sent out messages to the committee.
    - Judy Costello and Samantha Bynum are rotating off
    - Angela Ryland needs to be replaced as she has resigned from the board (moved and institution closing
      * She can still participate on committees, but Heather Marie will nominate someone to be a district representative and they will be voted on at the annual meeting.
  + Scholarships
    - Last year: $150 Early Bird, $175 Regular Rate
    - Will include a code for costs during the registration process
    - There was a discussion regarding AMA attendance and changing procedures regarding travel stipend as a reimbursement. The federal rate will be used for mileage.
      * Gloria made a motion to accept, Shane seconded.
      * Receipts will need to be submitted for mileage, room, and food expenses.
    - JIMI Scholarship: We do not know if there are any submissions from Arkansas. Heather Marie will be notified if anyone from Arkansas has been selected.
    - Judy asked if the JIMI alumni scholarship fund had been set up yet, and it has not.
  + Registration
    - February 3st set as deadline for Early Bird Registration
    - Food choices will be discussed next meeting so the registration cost can be finalized.
  + Sponsors
    - Soliciting Sponsors:
      * Heather Marie putting together a sponsor package
      * Shane suggested Oaklawn Racing
    - Previous Sponsors
      * ADPT, DAH, Humanities Council, Taylor Studios, Wal-Mart, local liquor stores, Visitor Bureaus
      * The Arkansas Arts Council has not been a supporter in years past.
      * Pam Beasley has offered to speak to Department of Heritage and the Department of Tourism.
      * Heather Marie will speak to the Humanities Council.
      * Heather asked board members to submit private company sponsor contacts.
      * Shane will talk to the Cross County Museum about sponsoring the first night event and if we need to find other sponsors for it.
  + Pre-and Post Conference Events
    - Pre-Conference Session in Arkadelphia
      * Dr. Speer works at Ouachita Baptist University and has offered to do a session about Education Development, specifically about an exhibit they did about waterways. OBU will give us the meeting space for free.
      * Shane will send additional information to Angie Albright after he speaks again to Dr. Speer.
      * It was decided that there will be a sign-in sheet at the pre-conference session then registration will be at the museum before the evening event.
    - Post-Conference
      * Angie met with the National Park College, they are turning the amphitheater to a museum and would like to host a session in Hot Springs.
      * Suggestion to push out deadline again to encourage Hot Springs organizations to do a session and/or offer discounts for that week to AMA members. Since this is a targeted extension, no e-mail blast will be sent.
      * Members liked the idea of meeting only at DeGray as a retreat-like feel and of encouraging Hot Springs organizations to offer discounts for that week to AMA members.
    - District Meetings
      * Are they still productive?
      * Business meeting longer, more opportunities at the park…?
* New Business
  + After the conference:
    - ADA Accessibility Day-Long workshop held at Mosaic Templar’s Museum
    - Will advertise it at the conference
  + AASLH will be in Little Rock in 2121, SEMC will be in Northwest Arkansas in 2022
    - How will members handle two large conferences in the area two years back to back?
    - Will these events create more or less participation in AMA?
    - Last time AMA partnered with SEMC they lost members as the conference was too expensive and lost it’s appeal as a smaller organization.
      * SEMC usually offers a small discount for state museum associations
      * AASLH- scrambling to find a location, not talking to local museum committee but through LR Visitor’s Bureau
    - We are the low-budget option as compared to the other two
    - Proposals for future venues:
      * 2021: AMA at Marshall’s Museum in Fort Smith/ AASLH in LR
      * 2022: AMA Little Rock at Arts Center in Little Rock after their grand opening in 2021/ SEMC in Northwest in Arkansas
    - Bring up during business meeting with a questionnaire online beforehand
* Angie motioned to adjourn, Shane seconded