Colorado Springs Fine Arts Center at Colorado College
Strategic Planning Museum SubCommittee
September 7th, 2016
Spencer Center, 830 N. Tejon Street
Hastings Conference Room, third floor
12 pm – 1pm

Members Present
Rebecca Tucker, Co-chair, Joy Armstrong, Susan Edmondson, Jane Hilberry, Jessica Hunter-Larsen, Mario Montaño, Bruce Warren, Jaxon Rickel, Staffer

Members Absent
Blake Wilson, Co-chair, Eric Perramond, Annette Seagraves

Guests
Jill Tiefenthaler, David Dahlin, Lyrae Williams

I. Welcome from Pres. Tiefenthaler and Lyrae Williams, Associate VP
   a. Expressed appreciation for subcommittee members’ time
   b. Reviewed the 3 phases
   c. Stressed importance of
      i. discussing initiatives instead of specific tactics
      ii. outreach
   d. Reviewed timeline

II. Introductions

III. Overview of the subcommittee charge and SP committee structure; see strategic planning process document for summary

IV. Timeline for the development of the museum programmatic plan and the overall comprehensive strategic plan: phase one ends 10/31/16; phase two ends 12/14/16; phase three ends 2/28/17. Draft plan is due Feb 15; final plan is due March 15.

V. Outreach and Engagement
   a. Planned outreach - listening sessions; comment cards; web site
   b. Committee outreach
      i. Engagement with home communities [Colorado College, Fine Arts Center]. Don’t know if any particular groups have lots of concerns; our job is to listen to all feedback in phase one.
ii. Other communities to target for outreach:
   1. Area universities and K-12 schools
   2. Other art galleries in the city or county of El Paso
   3. Other arts organization in town
   4. CC area alumni, including some in Denver

iii. Types of outreach
   1. Focus groups
   2. Email survey
   3. Generally, committee members should pair (1 FAC-associated with 1 CC-associated) to do outreach
   4. Reminder of importance of documentation- Jaxon’s role

VI. Welcome from Pres. and CEO David Dahlin
   a. Excited about the collaborative process
   b. Encouraged subcommittee to dream big
   c. Acknowledged short timeline
   d. Expressed appreciation for subcommittee members commitment

VII. Other Business
   a. Documents to distribute to subcommittee: Rebecca will forward best practices and policy documents from American Alliance of Museums and Association of Academic Museums and Galleries organizations.
   b. Direct questions about the agreement, esp. regarding finances, that arise during outreach to Jill Tiefenthaler or David Dahlin

VIII. Meeting Schedule – dates/times for phase one
   a. September 12th, 26th, October 10th, 24th all 3:30 p.m. – 5:00 p.m.
   b. *Susan Edmondson will be absent for Sept 12 meeting and Mario Montañó will be absent for Sept 12th and 26th meetings