



BOARD OF TRUSTEES MEETING AGENDA

Monday, April 20, 2026 at 4:00 p.m.

City Hall, Mike Mathews Conference Room

425 N. Richardson Ave.

Roswell, NM 88201

Members: Jane Avery, Morgan Breedyk, Nancy Fleming, Tim Hartwick, Katie Huebner, Kay Cargill Jenkins, Nina Leacock, Lindsay Mayo Fincher, Jose Rivera, and Valli West.

City Council Liaison: Councilor Juliana Halvorson

RMAC Staff Coordinator: Caroline Brooks, Museum Director

RMAC Foundation: Raegan Hardy, Executive Director

A. Call to Order

B. Roll Call

ACTION ITEMS:

C. Approval of agenda

D. Approval of the March 23, 2026 meeting minutes

E. Discussion and consider approval of applicant nomination for Board of Trustees position 7

F. Discussion and consider approval of a Museum Rebuilding Working Group

INFORMATION ONLY ITEMS:

G. Annual report

H. Strategic planning report and discussion of next steps

I. Mix and Mingle report and discussion of potential future events

J. Disaster recovery update

K. Director's Report

L. RMAC Foundation Report

M. Chair's Remarks and Board Announcements

N. Public Comment

O. Adjourn

Notice of this meeting has been provided to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 26-12.

NOTICE OF POTENTIAL QUORUM – A quorum of the City Council may or may not attend, but there will not be debate by the City Council, and no action will be taken. If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: Friday, April 17, 2026

April 2026 Museum BOT Meeting

Apr 20, 2026, 4:00 – 5:00 PM (America/Denver)

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ROSWELL MUSEUM
MINUTES OF THE BOARD OF TRUSTEES MEETING
Monday March 23, 2026 at 4:00 p.m.
Roswell City Hall, 425 N. Richardson Ave.
Roswell, NM 88201

DRAFT DOCUMENT

REGULAR MEETING AT 4:00 p.m.

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 25-28.

For the Record: Meeting is being streamed live for the public through GoToMeeting.

A. CALL TO ORDER

Board Chair West called the meeting of the Board of Trustees to order at 4:02 p.m.

B. ROLL CALL

The meeting of the Board of Trustees convened with members Valli West, Nancy Fleming, Lindsay Fincher, Jane Avery, Nina Leacock, Kay Cargill Jenkins, and Morgan Breedyk (arrived at 4:18pm). A quorum was established with Kate Huebner, Jose Rivera, and Tim Hartwick being absent.

City Council members present: Not present

Staff present: Caroline Brooks, Director, and Jessica Parham, Educator.

Community members present: Raegan Hardy, RMAC Foundation Exec. Director, Terri Harber, community member.

ACTION ITEMS

C. APPROVAL OF AGENDA

Member Fincher motioned to **approve the agenda**. Member Fleming was the second. A voice vote was unanimous, and the motion passed 7-0, with members Huebner, Rivera and Hartwick being absent.

D. Approval of the February 23, 2026 meeting minutes

Member Cargill Jenkins motioned to **approve the February 23, 2026 minutes**. Member Fleming was the second. A voice vote was unanimous, and the motion passed 7-0, with members Huebner, Rivera and Hartwick being absent.

E. Discussion and consider approval of the loan of the wood sculpture titled "Coyote" by Rory Alvarez to New Mexico State University's Museum Conservation Program for conservation.

Member Leacock motioned to **approve the loan of the wood sculpture titled “Coyote” by Rory Alvarez to New Mexico State University’s Museum Conservation Program for conservation.** Member Fincher was the second. A voice vote was unanimous, and the motion passed 7-0, with members Huebner, Rivera and Hartwick being absent.

INFORMATION ONLY ITEMS:

F. Disaster recovery status and temporary move update

Director Brooks informed the board the museum that staff are working through further appraisals with priority being given to Goddard items and outdoor sculptures. Some treatment proposals have been received for “flats” of paintings and works on paper by The Conservation Center for items in Chicago. The COR will cover “gaps” in treatment for conservation with the expectation that 75% will be reimbursed by FEMA.

G. Goddard Centennial Recap

A Celebration was held March 14 from 10 – 3 PM at Goddard High School. The event included displays and family-friendly activities presented by the Roswell Museum and organizations, museums, and educational institutions from around the region. Approximately 500 people attended and participated in about 18 activities. The March 16th launch at the original, marked site went well. After Director Brooks spoke, Mayor Tim Jennings made an official proclamation. One rocket was launched by the CAP and reached an altitude of approximately 1300 feet.

H. Mix and Mingle Event

Director Brooks informed the board that the Roswell Museum will host a casual and informative event at Stellar Coffee/ InterStellar Lounge for the public on April 9th*, 2026 (*date has officially changed to April 16th) from 5:30PM to 8:00PM

I. Strategic Plan Working Group update and discussion

Director Brooks informed the board; a strategic planning workshop will be occurring on April 17 & 18, 2026; it will be a two-day event on a Friday and Saturday. The Roswell Museum and Art Center Foundation is paying for Santa Fe-based consultant Sabrina Pratt to host the event. The Friday will be with the Roswell Museum staff and the Saturday event will be with the Board of Trustee members, foundation members and the public. The new strategic plan will be replacing the 2023-2028 plan that was outdated due to the flood.

J. Board Vacancy applications update

Two applications have been received, with a possible third to follow. Board can discuss further next month about follow-up action and nomination to mayor.

K. Recovery merchandise project update

Director Brooks informed the board that consideration was being given to selling the recovery merchandise through the RMAC Foundation instead of the city. All proceeds would go back directly to RMACF, as there was no MOU or expectation with the city for those monies in the first place, this would be an easy transition. Museum staff will continue as a support to Raegan with the sales and packaging.

L. Director's Report

Director Brooks informed the board that Registrar, Cloe Medrano accepted a new position with a museum in Florida. The registrar position has been listed nationally with museum professionals' organizations and throughout the region. Selection and interviews are expected to begin within the next few weeks.

M. RMAC Foundation Report

Hardy informed the board that the RMACF welcomed six new members beginning in April. They are continuing to meet and interview consultants for the upcoming capital campaign. Hardy and 2 board members attended a fundraising workshop with the Yates Community Foundation in Artesia and found it to be very informative. The RMACF is beginning to plan an October 2026 fundraiser. Nina Leacock asked that the RMACF provide a report or copy meeting minutes to the BOT so they could see what their colleagues are working on.

N. Chair's Remarks and Board Announcements

Nancy Fleming is helping Roswell 250 by running the fire hydrant painting project.

O. Public Comment

No public comment

P. Adjourn

Member Fincher motioned to **adjourn**. Member Fleming was the second. A voice vote was unanimous, and the motion passed 6-0, with members Huebner, Rivera, Hartwick and Breedyk being absent.

The meeting adjourned at 4:50.m.



MARCH ATTENDANCE

	FY2026	FY2025	FY2024	FY2023
EVENTS/PROGRAMS	608	50		
OUTREACH	-	50		
VOLUNTEER VISITS	148	15		
MUSEUM BUSINESS	-	-		
MARCH TOTALS	756	115	4,117	2,893
FISCAL YEAR-TO-DATE TOTALS	11,433	10,500	31,058	26,151

Please note: Tables were updated in February 2025 to reflect the museum's current closure and categories are those that will be in use during the museum rebuild.

MARCH REVENUES

	FY2026	FY2025	FY2024	FY2023
MEMBERSHIP	-	1060		
STORE	-	-		
MARCH TOTALS	-	1060	18,841	28,422
FISCAL YEAR-TO-DATE TOTALS	2,445	58,472	133,865	166,450

MARCH PROGRAMMING

EVENTS/PROGRAMS/OUTREACH	OCCURRENCES for MONTH	ATTENDEES	PARTNERSHIPS/SUPPORT
Goddard Centennial Celebration	1	480	RMAC Foundation, Xcel Energy, Leprino Foods, Pioneer Bank and multiple volunteers and partnering groups
Goddard Commemorative Launch	1	8	Armstrong Energy, Civil Air Patrol, Pecos Valley Rocketeers, and City of Roswell
TOTALS	1	488	

MEMBERS



117

current active memberships

164

current active members

FOR MONTH

-

new memberships

-

renewals

FISCAL YEAR to DATE

-

new memberships

23

renewals

VOLUNTEERS



779

volunteer hours



148

volunteer visits

FOR MONTH

FISCAL YEAR to DATE

1397

volunteer hours

349

volunteer visits



6,361

FACEBOOK FOLLOWERS



1,964

INSTAGRAM FOLLOWERS

643

E-NEWSLETTER SUBSCRIBERS

ACTIVITIES & HIGHLIGHTS

CURRENT STATUS & CONSERVATION

The Museum is currently closed due to the October 2024 flood with collection recovery and rebuilding estimated at 5 years. Recovery efforts and staff are centralized at a temporary location.

- The first batch of treatment proposals for paintings and works on paper provided by The Conservation Center is progressing through the approval process. Further treatment reports for this category are expected over the next 6-8 months.
- Conservation proposals are being finalized with museum staff by the Midwest Art Conservation Center and Pacific Coast Conservation for repair of items that remained in Roswell.
- Appraisals through Freeman's Appraisals have been completed for 1900 items from the fine art collection. Additional appraisal projects have been approved for 250 sculptures with Freeman's and 968 historical items with Art of Estates.

NEW MEXICO SPIRIT SPONSORSHIP

The Museum, through the RMAC Foundation, was awarded a sponsorship by the NM Spirit Semi-Quincentennial project through the State of New Mexico in support of a portable exhibit about Dr. Robert H. Goddard, his time in Roswell, and the conservation of the museum's Goddard artifacts. The exhibit, which will include portable image and text panels, a video, brochures, and a children's activity booklet, will be displayed in Roswell and additional communities in New Mexico in celebration of the 100th anniversary of Robert Goddard's historic first-successful liquid propellant rocket launch and the nation's semi-quincentennial.

MIX & MINGLE

The museum held an event titled "Mix & Mingle: Help Reimagine the Roswell Museum" at Stellar Coffee on Thursday, April 16 from 5:30-8 pm. The well-attended event offered an opportunity for residents, artists, families, educators and visitors to share their ideas for the future of the museum following the October 2024 flood. Guests were invited to participate in interactive response boards, casual conversations, and idea-sharing activities

designed to gather input on what the community values most and what people hope to see in a renewed Roswell Museum. Grants are being submitted for additional funds in support of similar future events.

STRATEGIC PLANNING WORKSHOP

A Strategic Planning Board of Trustees Workshop will be held Saturday, April 18 from 9 am to 2 pm with facilitation by Santa Fe-based consultant Sabrina Pratt. The plan will focus on goals and objectives during the closure while working toward a rebuild. The workshop is open to the public and will be held in the Mike Mathews Conference Room (formerly the Large Conference Room) at City Hall (425 N. Richardson Ave.). This project is supported by the RMAC Foundation.

MUSEUM FEATURED ON "MORNINGS WITH O'KEEFFE" VIRTUAL LECTURE

The Roswell Museum's Georgia O'Keeffe painting, *Ram's Skull with Brown Leaves*, was featured on the free virtual lecture series, Mornings with O'Keeffe, presented by the O'Keeffe Museum on April 15. The lecture, which dove into the history and recent conservation of the painting, was recorded and will be available on the O'Keeffe Museum's website and YouTube Channel.

Ram's Skull with Brown Leaves is currently on loan to the O'Keeffe Museum during flood recovery efforts. Age-related conservation and a new frame was provided through the generosity of the O'Keeffe Museum following the flood. It is currently on view at the O'Keeffe Museum.

RAIR OPENING

An exhibition by artist-in-residence Andy Van Dinh will open Friday, May 1 at the Anderson Museum with an artist talk at 5:30 pm followed by a reception. Dinh is a New York based artist whose work explores themes of relocation, adaptation, and resettlement as a reflection on his personal experiences with the Vietnamese Diaspora. The exhibit will be on view through June 14.

The Roswell Museum partners with the RAIR Foundation in the presentation of the exhibitions at the Anderson Museum

during the Roswell Museum's recovery.

SECOND SATURDAYS

In honor of the Robert Goddard anniversary, Second Saturdays in 2026 will have space themes. May's activity is Moons Above & Beyond. Participants will learn about different types of moons and paint their own.

REGISTRAR VACANCY

The registrar position, which provides oversight for the care and tracking of the collection, is currently vacant and a hiring process is underway.