

CHILDREN'S MUSEUM OF CENTRAL NEW JERSEY
Board of Trustees Meeting
Monday, January 23, 2006
Offices of Maraziti, Falcon and Healey

Attendees: Francesca Azzara, Jane Baker, Alexandra Bonner, Peter Clarke, Kelly Deere, Vicki Drake (Union County), Samantha Ekert, Christine Gottesman, Susan Hoecker, Lynn Reed, Jeanne Marie Ryan, Al Telsey

Absent: Kimberley Benou, Matt Albano, Maria Antokas, George Devanney, Donald DiFrancesco, Teri DiFrancesco, Angel Estrada, Ellen Ganek, Clara Fernandez, Fernando Fernandez, Heather Hays, Janet Jackson, Gary Landriau, Jeanne Marie Ryan, Michael Searson, Daniel Sullivan, Victoria Sweeney, Anne Wargo

Approval of December 2005 Minutes/Proxies

The December 2005 Board meeting minutes were approved without discussion. Kelly Deere announced that the following Board members could not attend the meeting but had given their proxies to either her, Janet Jackson or Al Telsey – Maria Antokas, Kimberley Benou, Vicki Sweeney and Anne Wargo.

SMC Proposal for Additional Work

Kelly Deere presented the Board with a letter from Siobhan McDermott of Strategic Management Consulting (SMC) describing additional work to be performed by SMC for the Children's Museum for an amount not to exceed \$9,600. The additional work includes cultivation and recruitment of Steering Committee members, development of an economic impact analysis and development of materials for Board development. After some discussion, the Board approved the SMC proposal unanimously.

Board Binders

New Board binders were given to each attendee and Christine Gottesman reviewed the contents.

Update on Steering Committee Meeting

Kelly Deere reported that the planning for the next Steering Committee meeting has begun. We are hoping to add some new members to the Steering Committee before that meeting. Some current members of the Steering Committee are reviewing financial information and helping the Site Selection Committee.

Site Selection Committee

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The Site Selection Committee will be meeting with the Union County Freeholders on Thursday, January 26 to discuss the project and possible sites located in Union County. Peter Clarke reported that he and Al Telsey have reviewed the report prepared by consultants identifying potential Union County sites and Peter has visited 60 sites. Peter also reported that the Site Selection Committee has developed a "prospectus" that identifies specific criteria for the Museum. Peter went on to state that he believes there are 4 models for the CMCNJ project – (1) Urban/Festival Marketplace (ie – Baltimore Inner Harbor), (2) Urban/Civic Center (ie – EdVenture in Columbia, SC), (3) Suburban/Stand-Alone Campus (ie – Lucent office park), and (4) Anchor to Underutilized Park or other attraction. In addition, Peter stated that the Site Selection Committee would like to identify non-governmentally owned sites.

A meeting has been scheduled with the mayor of Elizabeth for February 6.

CMCNJ received a response from Liberty Hall regarding the letter sent by Kelly Deere. The Liberty Hall response confirmed that they are no longer interested in leasing the site to CMCNJ.

Development Committee

Kelly Deere reported that she has begun to form a Development Committee with the assistance of Siobhan McDermott and Kimberley Benou. The purpose of the Development Committee is to identify sources of additional grants for CMCNJ to cover expenses not covered by the Union County grant. The Director of Development at Pingry has agreed to be on this Development Committee. Susan Hoecker said that she would ask Phyllis Sink to think of other possible people to help this committee. Janet Jackson said that she would ask the director of Children's Specialized Hospital for his help with this Committee. In addition, Kelly and Janet will discuss a possible Schering-Plough addition for the Steering Committee.

Website Committee

Lynn Reed reported that the Website Committee has begun work. They have spoken with the Children's Museum of Indianapolis, EDventure and the Brooklyn Children's Museum regarding their website creation and maintenance. In addition, they have contacted three local website consultants to help CMCNJ reconstruct its website.

Fundraising

Jane Baker discussed the fundraising initiatives planned for this year. The Fundraising Committee is planning a "low country boil" for Sept. 9 which will feature a children's fair and BBQ. In addition, the Committee is planning another fundraiser with Ralph Lauren in the Short Hills Mall for the fall. A third possible event is a black-tie "James Bond" poker night.

Junior League of Summit Update

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Samantha Ekert reported that the next deadline for the Junior League of Summit planning process is July. Samantha, Christine Gottesman and Susie Hoecker will discuss the existing proposal with Siobhan McDermott to better understand when the Community Advisory Committee should be formed.

Budget/Financial Reporting

Susie Hoecker distributed Account Statement for the Union County Grant. She stated that the Union County Grant money has been completely segregated. The rest of CMCNJ's money (approximately \$69,000) will be deposited in a new account at Commerce Bank. The Union County Account Statement has been verified by CMCNJ's accountant as of Sept. 31 - Vicki Drake will let Susie know how often the county would like this account to be reviewed by an accountant.

The meeting was adjourned. The next meeting is scheduled for 7:30 pm on February 27 at the offices of Maraziti, Falcon and Healey (150 JFK Parkway, Short Hills, NJ).

**CHILDREN'S MUSEUM OF CENTRAL NEW JESREY
BOARD MEETING
SEPTEMBER 25, 2006 AGENDA**

- 1. APPROVE JULY MINUTES**
- 2. NEW TRUSTEES VOTE**
 - a. Sharon Klotz**
 - b. Janet O'Sullivan**
- 3. EXECUTIVE COMMITTEE VOTE**
 - a. Sam Ekert to EC**
- 4. RESIGNATION OF MARIA ANTOKAS**
- 5. UPDATE ON SITE SELECTION – Al Telsey and Peter Clarke**
- 6. STRATEGIC MANAGEMENT CONSULTING UPDATE**
 - a. Update on new proposals for some preliminary work preparing for fundraising feasibility study**
 - b. Vote on Strategic Management work proposals**
- 7. BOARD DEVELOPMENT**
 - a. Board Responsibility materials**
 - b. Board training**
 - c. Board Succession**
- 8. WEBSITE SUBCOMMITTEE UPDATE – Lynn Reed**
- 9. FUNDRAISING AND DEVELOPMENT**
 - a. PIP Meeting – Sam Ekert and Kelly Deere**
 - b. Development strategies**
 - c. Ralph Lauren update**
- 10. BUDGET/ FINANCIAL REPORTING – Susie Hoecker**

Children's Museum of Central New Jersey 2006/2007 Calendar

September 2006

25 Board and Executive Committee meeting

October 2006

16 Executive Committee Meeting

23 Board Meeting

November 2006

20 Executive Committee Meeting

27 Board Meeting

December 2006

18 Board and Executive Committee Meeting

January 2007

15 Executive Committee Meeting

22 Board Meeting

February 2007

19 Executive Committee Meeting

26 Board Meeting

March 2007

19 Executive Committee Meeting

26 Board Meeting

April 2007

16 Executive Committee Meeting

23 Board Meeting

May 2007

21 Executive Committee Meeting

28 Board Meeting

June 2007

18 Executive Committee Meeting

25 Board Meeting

* Please note that all meetings are held at the Offices of Maraziti, Falcon and Healey (150, JFK Parkway, Short Hills, New Jersey) unless otherwise notified. The Board Meetings start at 7:30 PM and the Executive Committee Meetings start at 8:00 PM.

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CHILDREN'S MUSEUM OF CENTRAL NEW JERSEY
Board of Trustees Meeting
Monday, October 23, 2006
Offices of Maraziti, Falcon and Healey

Attendees: Francesca Azzara, Peter Clarke, Kelly Deere, Teri DiFrancesco, Christine Gottesman, Sharon Klotz, Janet O'Sullivan, Lynn Reed, Jeanne Marie Ryan, Al Telsey, Anne Wargo

Absent: Matt Albano, Jane Baker, Kimberley Benou, Alexandra Bonner, George Devanney, Donald DiFrancesco, Samantha Ekert, Clara Fernandez, Ellen Ganek, Heather Hays, Susan Hoecker, Janet Jackson, Gary Landriau, Al Mirabella, Deborah Scanlon

Approval of September 2006 Minutes/Proxies

The September 2006 Board meeting minutes were approved without discussion. Kelly Deere had Susie Hoecker's and Ellen Ganek's proxies. Anne Wargo had Kimberley Benou's and Janet Jackson's proxies.

Strategic Management Consulting Proposal Update

Kelly Deere proposed that the Board vote on the Rahway portion of the SMC proposal at this meeting but delay voting on the Newark portion of the SMC proposal until the next meeting. Siobhan McDermott would like to discuss Newark as a possible site at that meeting. The Board agreed. After some discussion, the SMC proposal regarding Rahway was approved unanimously.

CMCNJ Leadership Update

Kelly Deere stated that Al Telsey and Anne Wargo have agreed to be co-presidents of the Board when Kelly's term is up. The Bylaws of the Board will have to be amended to permit co-presidents.

Site Selection Committee Update

Al Telsey presented an update on the API Site located in Rahway. He said that our next step was to assemble a legal team together to begin constructing the real estate transaction. There has been no update on whether a Vocational Technical school will also be located on the API site.

Board Development

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The draft Board Responsibilities material will be distributed and discussed for the next Board meeting.

Website Committee Update

Lynn Reed reported that the website has been constructed and now the Committee needs volunteers to write the website content. Sharon Klotz volunteered to help with that effort.

Fundraising/Development

There was no update on the Annual Appeal. Kelly Deere said that she had spoken to a "prospect" researcher about Rahway and gotten a quote of \$2000. She said she will follow-up with Siobhan about using SMC's researcher.

Budget/Financial Affairs

There was no Treasurer's report.

The meeting was adjourned. The next meeting is scheduled for 7:30 pm on November 27 at the offices of Maraziti, Falcon and Healey (150 JFK Parkway, Short Hills, NJ). (The November meeting was later cancelled and the next Board meeting occurred on December 18).