

## **MINUTES OF THE APRIL 28, 2020, EXECUTIVE COMMITTEE VIDEO CONFERENCE MEETING**

The Executive Committee (“Committee”) of the Board of Regents (“Board”) of the Smithsonian Institution (“Smithsonian”) held a video conference meeting on April 28, 2020. Participating were Board and Executive Committee Chair Steve Case and Vice Chair Dr. Risa J. Lavizzo-Mourey.

Also present by invitation of the Committee were Secretary Lonnie Bunch, Counselor to the Chief Justice Jeffrey P. Minear, Chief of Staff to the Secretary Greg Bettwy, Deputy Chief of Staff to the Regents Kate Forester, General Counsel Judith Leonard, Deputy Secretary and Chief Operating Office Meroë Park, and Chief of Staff to the Regents Porter Wilkinson.

### **CALL TO ORDER**

Board and Executive Committee Chair Steve Case called the meeting to order at 10:30 a.m. and reviewed the agenda.

### **MINUTES OF THE EXECUTIVE COMMITTEE**

Upon motion duly made and seconded, the Committee approved the draft minutes of the March 26, 2020, teleconference meeting without modification.

### **REPORT OF THE SECRETARY**

Secretary Lonnie Bunch provided an update on the state of the Smithsonian and briefed the Committee on the Institutional impact of COVID-19 (Coronavirus). The Secretary outlined the Smithsonian’s response, plans for reopening, and the financial impact that COVID-19 is having and will continue to have on Smithsonian operations. All Smithsonian museums in the Washington, D.C., metropolitan area and in New York City, including the National Zoo, have been closed to the public since March 14.

The Secretary discussed the considerations and plans for reopening the museums and National Zoo to the public, allowing researchers to return to the field, and welcoming employees back to their onsite duty stations. Along with the COVID-19 Response Team, the Secretary has created two working groups to help guide the transition efforts. The Reopening Task Force will focus on the scientific data and guidance set forth by the national and local governments to begin increasing internal operations, resuming public programs, and reopening the museums and the National Zoo. The New Normal Team will investigate all aspects of how to best position the Smithsonian to excel and lead in both a pre- and post-COVID vaccine world.

Secretary Bunch also shared the preliminary impacts on the Institution's budget. The extended closure has led to reduced revenue streams from retail earnings and canceled events. The Smithsonian received \$7.5 million in direct federal support to assist with the purchase of personal protective equipment, critical supplies, and to bolster the rapid transition to an enhanced telework model. The Institution will take a phased and measured approach to addressing the financial implications, including temporarily reducing salaries for senior-level Trust staff, enacting a hiring freeze for Trust positions, reducing discretionary Trust expenses, and examining potential structural changes and financial efficiencies.

#### **JUNE 2020 REGENTS' MEETING**

Mr. Case then led a discussion on the Regents' June meeting. In light of current stay-at-home orders, the Committee considered the need to host the June meeting by videoconference instead of in-person. The Committee also discussed the Board's annual strategic meeting. Since 2016, the Board has hosted its annual strategic meeting in April. The April 2020 strategic meeting was postponed due to the COVID-19 pandemic. The Committee discussed whether to hold the meeting by videoconference in June or continue postponing it until the meeting can be held in-person.

#### **ADJOURNMENT**

With no other business to consider and no request for an executive session, the meeting was adjourned at approximately 11:38 a.m.

#### **EMAIL BALLOT**

Due to exigent circumstances, the Committee voted to approve the following motion via email ballot completed on April 22, 2020.

**VOTED** that the Executive Committee, on behalf of the Board of Regents pursuant to Board Bylaw 3.01, approves the 2020 proposed committee member assignments for Denise O'Leary and requests that the Chancellor make the necessary appointments.

Respectfully submitted,

Steve Case, Chair