



**CITY OF BIRMINGHAM  
MUSEUM BOARD AGENDA  
556 W MAPLE  
Thursday, October 10, 2019  
5:00 PM**

***Mission Statement:** The Birmingham Museum will explore meaningful connections with our past, in order to enrich our community and enhance its character and sustainability. Our mission is to promote understanding of Birmingham's historical and cultural legacy through preservation and interpretation of its ongoing story.*

- 1. Call to Order**
- 2. Roll Call**
- 3. Introduction of Guests**
- 4. Approval of the Minutes**
  - A. Minutes of September 5, 2019
- 5. Unfinished Business**
  - A. Hunter House Interpretive Plan
- 6. New Business**
  - A. Joint Event with Friends-Spring 2020
- 7. Communication and Reports**
  - A. Director Report
  - B. Member comments
  - C. Public comments
- 8. Next Regular Meeting: November 7, 5:00 PM**
- 9. Adjournment**

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CITY OF BIRMINGHAM  
MUSEUM BOARD  
MEETING MINUTES  
Thursday, September 4, 2019  
5:00 PM

Members Present: Dan Haugen, Judith Keefer, Tina Krizanic, Marty Logue

Members Absent: Russ Dixon, Caitlin Rosso

Student Members Present: Meredith Weddell

Administration: Museum Director Leslie Pielack

Guests: Pat Hughes

Ms. Krizanic called the meeting to order at 5:16 PM.

**Approval of the Minutes  
Minutes of August 1, 2019**

**MOTION:** by Keefer, seconded by Logue:

To approve the minutes of August 1, 2019.

**VOTE:** Yeas, 4  
Nays, 0

**Unfinished Business**

- A. Board members reviewed proposed museum methodologies for implementing the Hunter House interpretive plan. It was noted that the various approved forms of implementation meet different needs and audiences and demand varied personnel resources; therefore would be utilized as appropriate and as conditions allow.

Methodologies were grouped as follows:

Direct

1. Exhibits and displays (on and off site)
  - a. City Hall, other institutions or pop-ups (ex: YMCA, post office, Harry Allen Room/Idealab at Baldwin Library, Storefronts with a 'traveling exhibit,' display during election, etc)
2. Guided and self-guided tours (on and off site)
  - a. Hunter House, Greenwood guided and self-guided tours
  - b. Themed and ticketed specialty tours of the Hunter House
3. Lectures and presentations-including conference/joint presentations as appropriate
4. Interactive programs and activities

5. Site events and participation at local community events as appropriate
6. Exterior signage (Hunter House porch) with site information and QR code to online exhibits/maps/brochures (future apps) for afterhours visitors, to be coordinated with overall site

#### Print Publications

1. Handouts/Brochures of details about Hunter House historic resources (ex: can be provided but recycled at end of tours)
2. Short booklets, printed/self-published
3. Print media (history magazines, etc.)

#### Virtual/Electronic Materials

1. Brief video and/or audio presentations
2. Electronic articles and photos
  - a. Website
  - b. eNewsletters
  - c. Local media/online newspapers
3. Electronic exhibits (links, QR, etc.)

#### Social Media/Interactive

1. Facebook
2. Instagram
3. Twitter and other social media platforms as appropriate

**MOTION:** by Keefer, seconded by Logue:

To approve the Hunter House Interpretive Plan methodologies for implementation as proposed.

**VOTE:** Yeas, 4  
Nays, 0

- B. After extensive research, review of grant funding timing and construction requirements, and condition of the Hunter House (in consultation with Jackie Hoist, historical architect from H2A, and city staff in various departments) the plan to apply for CLG grant funds for the Hunter House exterior work will not proceed. The Hunter House needs intervention before the granted funds (if awarded) would allow. There is sufficient funding in our current budget to permit issuing an RFP this fall for a project in the spring of 2020. We will develop the scope of work with Ms. Hoist's input to address the original wood siding, window repairs, and trim repairs in this project, which will provide for better preservation of the building.

## Communication and Reports

Director Pielack highlighted portions of the Director Report. The October lecture in the fall series will discuss the Levinson family, the first Jewish family in Birmingham. Senator Carl Levin and Congressman Sander Levin are direct descendants. They have confirmed that they will attend the presentation; details TBD. The museum staff will be creating a 3-part video series called, "What Were They Thinking?!: Food Edition." Facebook and Twitter members will vote on their favorite from choices of strange, historic recipes from our cookbook collection, and one week later the staff will prepare the recipe and do a live Facebook video taste test (approx.. 5 min.). This will be an experiment in combining a very current take on educational and historic content using items from our collection. If successful, we will pursue other similar video concepts. Also, in light of next year's exhibition theme focusing on women and the centennial of the 19<sup>th</sup> Amendment, the Museum Board may want to consider doing a reception/fundraiser that can be combined with the Friends' planned special Greenwood Tour of Birmingham's Women. The board agreed to place this item on next month's agenda for further consideration.

Ms. Krizanic expressed her appreciation for the Friends and the wonderful Heritage newsletter they produce. She will write a letter to the Heritage editor and further express the desire of the Museum Board to support the Friends.

There were no public comments.

**The next Regular Meeting will be held October 10, 2019 at 5:00 PM instead of October 3 due to the Museum Director being out of town.**

Ms. Krizanic adjourned the meeting at 6:23 PM.

Interpretive Planning, Part IV (October): Review Process for Hunter House Interpretive Plan (Proposed)

This final component of the Hunter House Interpretive Plan addresses how and when the plan will be reviewed and/or updated. The purpose of review is to keep the plan active and to refine it as needs change, as well as document its successes.

What form/approval:

- Report from staff to Museum Board
  - Review by Museum Board of any needed changes to plan
  - Adoption of changes
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Time period for review and any updates:

- Annual?
  - Every three years?
  - Every five years?
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Publication, Posting

Other

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**DATE:** October 10, 2019  
**TO:** Museum Board  
**FROM:** Leslie Pielack, Museum Director  
**SUBJECT:** Director Report

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Pond Seepage—HRC Engineering Consultants are studying the pond situation in the next several weeks to try to determine the best way to address the seeping water coming from the northwest area of the pond. They will provide an assessment and report with short and long-term recommendations based on their findings.

Hunter House and Allen House RFPs—Fall is the optimum time to issue RFPs for construction, as contractors are planning for the next construction season. The Allen House window evaluation and report will be used to create the scope of work for an RFP this fall for the needed window restoration. This project will require a qualified historic window restoration contractor, and is anticipated to be carried out in the spring. An RFP for the Hunter House exterior siding repair and repainting project will also be posted this fall for spring 2020 completion. It will also require a qualified restoration contractor, who will utilize the specifications prepared by historic architect Jackie Hoist of H2A Architects.

Maple Rd Construction—There will be three phases of the Spring 2020 (beginning March) Maple Road construction. City engineer Paul O'Meara does not expect much disruption at the museum. Construction is estimated at 4 months, depending on weather and other conditions.

- The first phase **will not** involve any work around the museum
- The second phase **will close Southfield** Road and route traffic from northbound Southfield to Chester and Brown. **EB and WB traffic on Maple will be reduced** to two lanes to provide room on the south to do the work at the Southfield intersection. During this phase, museum visitors coming from Maple will not be affected; visitors from northbound Southfield can proceed to the museum from the Chester Street structure per the detour.
- The third phase will be at the end of the project and **will close off the driveway and bus drop off** area for a short time for the final re-surfacing. This component will hopefully be late July/early August.

During construction, the museum will be working on some incentives for visitors (TBD) and will provide detour and/or parking guidance online.

Lecture Series—is off to a great start. The first program on the Allen family was well-attended and included Harry and Marion's granddaughter Molly Allen, who lives in Birmingham. She was very pleased with the program, and she as well as several Allen descendants contacted me to get the video link. The video can be viewed at <https://vimeo.com/362153351>. The next program, "The Levinsons: First Jewish Family in Birmingham," will be a very special one in that both **Sen. Carl Levin and Rep. Sander Levin** will be in attendance and will be making some remarks for approximately half the program. The program is free and will be video-recorded, but if you plan to attend in person, registration will be required and will be strictly enforced because of limited space.

Greenwood Tour—was the best attended in recent years, with 35 visitors.

Oak200—is Oakland County's bicentennial, which they will celebrate in 2020. It is still in development, but the plan is to connect Oakland County communities together in various ways to commemorate the year.

Other Updates for Meeting: Martha Baldwin's Induction to Michigan Women's History Hall of Fame (Nov. 7), SHPO/National Register Nomination, time capsule, recent Michigan Museums Association/Association of Midwest Museums Conference .