



**CITY OF BIRMINGHAM  
MUSEUM BOARD AGENDA  
556 W MAPLE  
Thursday, November 3, 2022  
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. Approval of the Minutes**

Minutes of October 6, 2022

**4. New Business**

- A. Meeting schedule for 2023
- B. Budget Planning
  - Federal Community Development Block Grant Funds for Pond Zone
  - Other budget highlights for 23/24
- C. Long Range Planning (January)

**5. Communication and Reports**

- A. Director Report
- B. Member comments
- C. Public comments

**6. Next Meeting: December 8, 2022**

**7. Adjournment**

NOTICE: Individuals with disabilities requiring accommodations for effective participation in this meeting should contact the city clerk's office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance. *APPROVED MINUTES OF THE MUSEUM BOARD MEETINGS ARE AVAILABLE IN THE CITY CLERK'S OFFICE AND ON THE CITY WEBSITE AT [www.bhamgov.org](http://www.bhamgov.org).* City of Birmingham, 151 Martin, Birmingham, MI 48009; 248.530.1800. Persons with disabilities that may require assistance for effective participation in this public hearing should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

*Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).*



**CITY OF BIRMINGHAM  
MUSEUM BOARD MEETING  
556 W. Maple  
Thursday, October 6, 2022  
5:00 PM**

Members Present: Kristy Barrett, Bev Erickson, Pat Hughes, Alexandra Harris, Judith Keefer, Marty Logue, Jay Shell

Members Absent: None.

Student Members: None.

Administration: Museum Specialist Caitlin Donnelly

Guests: John, friend of Judith Keefer

Chairperson Logue called the meeting to order at 5:00 PM.

**Approval of the Minutes  
Minutes of September 1, 2022**

**MOTION:** by Logue, seconded by Hughes:

To approve the minutes of September 1, 2022.

**VOTE:** Yeas, 7  
Nays, 0

**Unfinished Business**

Wrap up of the Underground Railroad Commemorative Event discussed the following outcomes:

- A great opportunity to bring so many different elements together with shared interests
- Future collaboration and new information and photos on Birmingham's Black history from the Harris-Jackson family
- New memberships in the Friends and additional cash donation to the Taylor marker fund
- An opportunity to connect with the BPS superintendent office (with Kristy Barrett's help) to discuss educational and curriculum collaboration with the museum and the schools
- Involvement with the ceremony and visit by Mayor Longe, with additional exposure to the Black history element, the new exhibit, and the updated interior of the Hunter House
- Positive public exposure for the museum staff and Museum Board
- Video and audio footage (to be edited and used to create a final 'highlights')

- video)
- Tallies:
    - Attendance at event: Between 225-250 people total
    - Attendance at cemetery: Approximately 50-60 people total
    - Attendance at museum exhibit during public hours: 40

Members examined the newly installed restored windows on the upper floor and were impressed with the workmanship and operability of the windows.

### **Communication and Reports**

Museum Specialist Donnelly provided an update to the Director Report.

Ms. Barrett inquired about the Museum Board's interactions and connections with the Planning Board

**The next Regular Meeting is scheduled for Thursday, November 3, at 5:00 PM.**

Ms. Logue adjourned the meeting at 5:23 PM.



**MUSEUM BOARD**

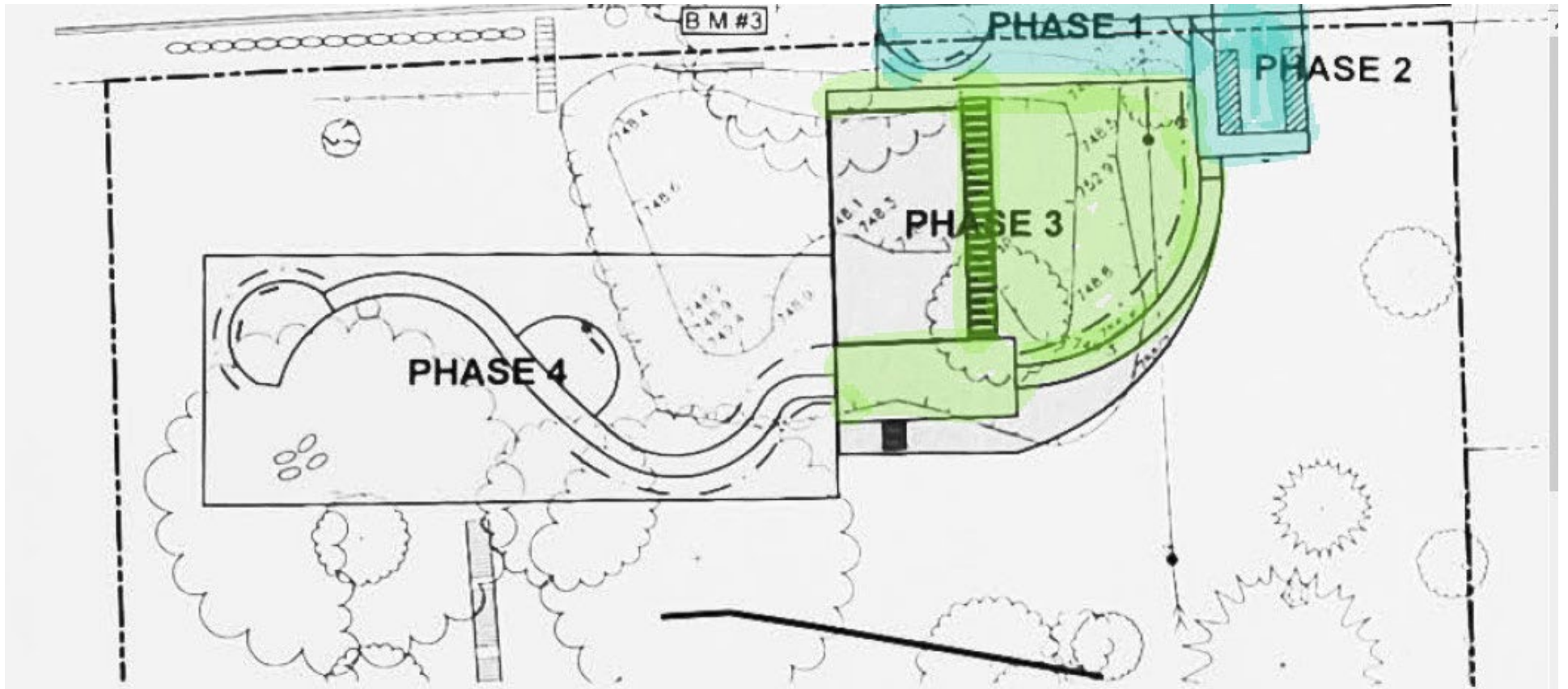
556 WEST MAPLE, BIRMINGHAM, MI  
248.530.1928

**MEETING SCHEDULE  
2023**

**All Meetings Scheduled for 5:00 PM, first Thursday of the month,  
unless otherwise noted.**

<b>MONTH</b>	<b>DAY</b>	<b>MEETING</b>	<b>LOCATION</b>
January	5	Regular Meeting	Birmingham Museum
February	2	Regular Meeting	Birmingham Museum
March	2	Regular Meeting	Birmingham Museum
April	6	Regular Meeting	Birmingham Museum
May	4	Regular Meeting	Birmingham Museum
June	1	Regular Meeting	Birmingham Museum
July	6	Regular Meeting	Birmingham Museum
August	3	Regular Meeting	Birmingham Museum
September	7	Regular Meeting	Birmingham Museum
October	5	Regular Meeting	Birmingham Museum
November	2	Regular Meeting	Birmingham Museum
December	7	Regular Meeting	Birmingham Museum





**CONSTRUCTION PHASING PLAN**

NOT TO SCALE

**ANDERSON, ECKSTEIN & WESTRICK, INC.**

51301 Schoenherr Road  
 Shelby Township, MI 48315  
 Phone: 586-726-1234  
 Fax No: 586-726-8780

PROJECT: John Hunter West Park Improvements  
 AEW Project No. 0221-0054

OWNER: City of Birmingham

PREPARED BY: R. Ryan Kern, P.E.

DATE: 1/21/2022

**PRELIMINARY ESTIMATE**

WORK ITEM	QUANTITY	UNIT	UNIT PRICE	AMOUNT
<b>PHASE 1 - WILLITS SIDEWALK</b>				
Mobilization, Max 3%	1	LS	\$ 500.00	\$ 500.00
Soil Erosion and Sedimentation Control	1	LS	\$ 1,000.00	\$ 1,000.00
Earth Excavation	20	Cyd	\$ 40.00	\$ 800.00
Aggregate Base, 4 inch, 21AA	85	Syd	\$ 8.00	\$ 680.00
Sidewalk, Conc, 4 inch	830	Sft	\$ 7.50	\$ 6,225.00
Decorative Benches	2	Ea	\$ 750.00	\$ 1,500.00
Boulder Retaining Wall	150	Ff	\$ 40.00	\$ 6,000.00
Vegetative Restoration	30	Syd	\$ 10.00	\$ 300.00
			SUBTOTAL	\$ 17,005.00
CONSTRUCTION COST				
Contingencies (15%)				\$ 2,550.00
			GRAND TOTAL	\$ 19,555.00
<b>PHASE 2 - HANDICAP PARKING SPACE</b>				
Mobilization, Max 3%	1	LS	\$ 280.00	\$ 280.00
Soil Erosion and Sedimentation Control	1	LS	\$ 500.00	\$ 500.00
Earth Excavation	20	Cyd	\$ 40.00	\$ 800.00
Curb and Gutter Removal	10	Lft	\$ 50.00	\$ 500.00
Aggregate Base, 4 inch, 21AA	45	Syd	\$ 8.00	\$ 360.00
Aggregate Base, 8 inch, 21AA	25	Syd	\$ 10.00	\$ 250.00
Concrete Pavement, 8 inch	25	Syd	\$ 100.00	\$ 2,500.00
Sidewalk, Conc, 4 inch	200	Sft	\$ 7.50	\$ 1,500.00
Curb Ramp, Conc, 8 inch	120	Sft	\$ 15.00	\$ 1,800.00
ADA Parking Signage	1	LS	\$ 500.00	\$ 500.00
Vegetative Restoration	20	Syd	\$ 10.00	\$ 200.00
			SUBTOTAL	\$ 9,190.00
CONSTRUCTION COST				
Contingencies (15%)				\$ 1,380.00
			GRAND TOTAL	\$ 10,570.00
<b>PHASE 3 - BOARDWALK/STONE PATIO/PATH (PARKING SPACE TO PATIO)</b>				
Mobilization, Max 3%	1	LS	\$ 2,130.00	\$ 2,130.00
Soil Erosion and Sedimentation Control	1	LS	\$ 2,000.00	\$ 2,000.00
Aggregate Base, 4 inch, 21AA	90	Syd	\$ 8.00	\$ 720.00
Boardwalk	360	Sft	\$ 80.00	\$ 28,800.00
Wood Rail Fencing	95	Lft	\$ 75.00	\$ 7,125.00
Stone Patio	800	Sft	\$ 30.00	\$ 24,000.00
Limestone Fine Pathway and Lookout Areas	500	Sft	\$ 8.00	\$ 4,000.00
Boulder Retaining Wall	100	Ff	\$ 40.00	\$ 4,000.00
Vegetative Restoration	200	Syd	\$ 10.00	\$ 2,000.00
			SUBTOTAL	\$ 74,775.00
CONSTRUCTION COST				
Contingencies (15%)				\$ 11,220.00
Inflation (3% over 1 year)				\$ 2,580.00
			GRAND TOTAL	\$ 88,575.00
<b>PHASE 4 - LIMESTONE PATH - PATIO TO ROUGE RIVER OVERLOOK</b>				
Mobilization, Max 3%	1	LS	\$ 1,540.00	\$ 1,540.00
Soil Erosion and Sedimentation Control	1	LS	\$ 1,500.00	\$ 1,500.00
Limestone Fine Pathway and Lookout Areas	1030	Sft	\$ 8.00	\$ 8,240.00
Decorative Benches	3	Ea	\$ 750.00	\$ 2,250.00
Boulder Retaining Wall	880	Ff	\$ 40.00	\$ 35,200.00
Aggregate Base, 4 inch, 21AA	25	Syd	\$ 8.00	\$ 200.00
Sidewalk, Conc, 4 inch (Overlook Pad)	200	Sft	\$ 7.50	\$ 1,500.00
Vegetative Restoration	250	Syd	\$ 10.00	\$ 2,500.00
			SUBTOTAL	\$ 52,930.00
CONSTRUCTION COST				
Contingencies (15%)				\$ 7,940.00
Inflation (3% over 2 years)				\$ 3,710.00
			GRAND TOTAL	\$ 64,580.00
<b>TOTAL OF ALL PHASES</b>				<b>\$ 183,280.00</b>



**DATE:** November 3, 2022  
**TO:** Museum Board  
**FROM:** Leslie Pielack, Museum Director  
**SUBJECT:** Director Report

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Museum Board Opening (Alternate Member)—Alternate member Alexandra Harris has now joined the Museum Board as a regular member! The Alternate Member position will now be posted and is open to any voting resident of Birmingham. If you know anyone who you think would be interested in serving, please ask them to get in touch with Museum Director Pielack.

Election Outcome of Charter Amendment—Update and implications of charter amendment decision.

Storm Windows Phase of Window Project—the new storm windows will be installed the week of November 14, weather permitting. They are historically constructed, painted, and will remain in place on the windows. This will add to UV deflection and will help with insulation at all times of the year.

Winter Repair Projects—More

- The furnace in the upstairs zone of the Allen House is scheduled to be replaced this winter. The old furnace is functional, so at this time there is no emergency. We intend to do the work some time in November or December.
- Also needed are updates on electrical lighting in the Hunter House and the track lighting in the lower level of the Allen House.
- Carpeting in the central stairway is slated for replacement, but is a specialty item due to the historic stairway design. Costs are being sought.

Museum Application for Michigan Humanities Council Grant—update.

Fall/Winter Lecture Series at Baldwin Library Adult Lecture Series—November's presentation will recognize Native American Heritage Month, with Caitlin Donnelly presenting "*Buried Past: Birmingham's Indigenous People and Archaeological Heritage.*" The talk will be virtual and in person, and Caitlin will be taking authentic hand-knapped projectile points to show the audience.

U-D/Mercy Museum Studies Class Visit—as in the past, we will once again be hosting Prof. Dan Kroupa's Museum Studies class here on Thursday, November 3. The class will tour our museum and collections areas and discuss our approach to our exhibit and mission.

Collection News—We have received the Birmingham High School graduation dress worn by Katherine Bassett in 1902, as well as her graduation photo and other related documents. Becoming a graduate at the time meant developing competencies in the Classics, like Latin, as well as literature and science. Graduation, especially for a woman, was relatively rare and a great cause for celebration.

Cemetery FindAGrave Digital Data—policy and procedures being developed to manage the memorial files and create enhanced public access.

New Volunteers! We have some recent volunteers with exceptional skills working on special projects, including a retired professor of political science and a lawyer/genealogical buff.



Kate Bassett graduated in 1902 from Birmingham High School, which would have been at the Hill School at the time. This is the graduation class photo of all 13 graduates, recently donated to the museum.

She is the tall young woman in the center of the photo in the back row. Others in the photo are: George Purdy, George Poppleton, and Pussie Robinson. We are still working to identify the others.

