



**CITY OF BIRMINGHAM  
MUSEUM BOARD AGENDA  
556 W MAPLE  
Thursday, October 5, 2023  
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 September 7, 2023
- 4. New Business**
  - A. 2024 Meeting Schedule
- 5. Communication and Reports**
  - A. Director Report
  - B. Member comments
  - C. Public comments
- 6. Next Meeting: November 2, 2023**
- 7. Adjournment**

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**CITY OF BIRMINGHAM  
MUSEUM BOARD MEETING  
556 W. Maple  
Thursday, September 7, 2023  
5:00 PM**

Members Present: Caroline Ashleigh, Bev Erickson, Alexandra Harris, Judith Keefer, Marty Logue, Jay Shell  
Members Absent: Kristy Barrett (Alternate), Pat Hughes  
Student Members Present: Alexandria Schaufler  
Administration: Museum Director Leslie Pielack  
Guests: None

The meeting was called to order at 5:00 PM by Chairperson Logue.

**Approval of the Minutes  
Minutes of August 3, 2023**

**MOTION:** by Keefer, seconded by Harris:

To approve the minutes of August 3, 2023.

**VOTE:** Yeas, 6  
Nays, 0

**Unfinished Business**

The final sections of the Museum Site Interpretive Plan were reviewed by members based on museum staff recommendations. The following implementation methodologies and evaluation plan were finalized by the Board:

Methodology and Implementation

- Physical features of site and Allen House
  - Preservation/restoration/reconstruction
  - Public access development/expansion
- Themes and story-based content
  - Interactive media and virtual content
    - Social media
    - Video/audio materials/podcast
    - Exhibits and online materials and resources (incl digital access)
  - Programs/lectures/tours-adult and children, on and off-site, virtual and physical
  - Print (e.g., brochures, educational materials, booklets)
  - Traveling exhibits and off-site displays

## Evaluation

- Review data and adjust plan regularly; every 3 to five years, as conditions change.

The Board also reviewed the components that will be included in the Birmingham Museum Interpretive Plan, and determined that it complies with the following best practices that make a historic site interpretive plan effective:

- Identify physical improvements or budgetary needs
- Clarify some of our site's main stories
- Tell our stories more effectively
- Identify opportunities for programming
- Seek potential new audiences
- Help audiences form connections to the museum, Birmingham, and its stories
- Demonstrate preparedness and planning to potential funders

**MOTION:** by Harris, seconded by Ashleigh:

To approve the Birmingham Museum Site Interpretive Plan, including objectives, themes, historic and cultural resources, methodology, implementation, and evaluation components as established by the Museum Board.

**VOTE:** Yeas, 6  
Nays, 0

### **New Business**

Director Pielack summarized the proposed deaccession. Personal items were unintentionally released by a local family after the death of a family member during the COVID pandemic, and a third party acquired them at an estate sale. They were donated to the museum and accessioned into the permanent collection. When the family discovered the situation, they requested that some items be returned. The original items have been digitized and are considered redundant, and therefore museum staff recommended the deaccession. The Collections Subcommittee met on August 30 and voted to recommend to the Museum Board that the deaccession move forward. Ms. Keefer and Mr. Shell of the Collections Subcommittee reiterated their support.

**MOTION:** by Erickson, seconded by Shell:

To approve the deaccession of selected items from the 2020.37.1 family collection as recommended by the Museum Board Collection Subcommittee on August 30, 2023 and recommend final approval by the City Commission.

**VOTE:** Yeas, 6  
Nays, 0

### **Communication and Reports**

Director Pielack provided updates to the Director's Report and reviewed the 2024 calendar in anticipation of finalizing the Museum Board schedule next month. She also shared information regarding an upcoming City Commission discussion workshop regarding flooding and sewer issues in Birmingham. In response to member questions, she provided a brief history of Creem Magazine in Birmingham, and how the museum became the repository for the unique collection of corporate papers, art director files, and other archives from the rock magazine.

### **Member Comments**

Members briefly mentioned upcoming scheduling issues for the remainder of 2023.

### **Public Comments**

None.

**The next Regular Meeting is scheduled for Thursday, October 5, 2023, at 5:00 PM.**

Ms. Logue adjourned the meeting at 5:46 PM.



**MUSEUM BOARD**

556 WEST MAPLE, BIRMINGHAM, MI  
248.530.1928

**MEETING SCHEDULE  
2024**

**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	4	Regular Meeting	Birmingham Museum
February	1	Regular Meeting	Birmingham Museum
March	7	Regular Meeting	Birmingham Museum
April	4	Regular Meeting	Birmingham Museum
May	2	Regular Meeting	Birmingham Museum
June	6	Regular Meeting	Birmingham Museum
July	11	Regular Meeting-ALTERNATE DAY DUE TO INDEPENDENCE DAY HOLIDAY ON July 4	Birmingham Museum
August	1	Regular Meeting	Birmingham Museum
September	5	Regular Meeting	Birmingham Museum
October		NO MEETING DUE TO OBSERVED RELIGIOUS HOLIDAYS EACH THURSDAY THIS MONTH	
November	7	Regular Meeting	Birmingham Museum
December	5	Regular Meeting	Birmingham Museum



**DATE:** October 5, 2023  
**TO:** Museum Board  
**FROM:** Leslie Pielack, Museum Director  
**SUBJECT:** Director Report

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Allen House Windows, Phase II—We are awaiting the fabrication of the storm windows, which has been delayed. We still anticipate that the storm windows will be installed before the cold weather.

Construction of Phase 1 and 2 of the ADA/Barrier Free parking and path--update.

Podcast—"Birmingham, Uncovered" will be undertaking a six-part series in partnership with the Birmingham Shopping District. The podcast will take a look at six people behind some of the high points of the history of the commercial district's development. This is part of a coordinated effort with the Birmingham Shopping District to spotlight the history of our downtown and to feature our podcast for a November event in which the Michigan Downtown Association will be hosted in Birmingham by the BSD. Part of the activities for the convention is a guided historic walking tour through a collaboration of the museum, the BSD, and the Planning Department's Historic Preservation team. Caitlin Donnelly will be heading up the museum's involvement in the program.

Programming Update—we're planning a museum-focused lecture series during February 2024 on our local Black history. We anticipate four weekly presentations on different aspects of local African American stories and the history of Birmingham. More to come!

More Programming--Our UGRR Project & Juneteenth, 2024--Planning is underway for a first ever multi-community Oakland County Underground Railroad bus tour in partnership with Oakland County Parks that will feature stops and information based upon our collaborative research project findings. The event will celebrate Juneteenth and the roles played in our local communities, the freedom seekers who sheltered there, and the abolitionists who paved the way for change. Two of our project partners (Royal Oak and Southfield) now have sites added to the UGRR Network to Freedom, which would be included. Other planned stops will include Farmington (abolitionist and freedom seekers); and Pontiac's Oak Hill Cemetery.

Taylor Grave Marker Update—the company providing the inscription is finalizing the project and the marker will be installed in the coming weeks, definitely by winter.

Virtual Exhibit Update—the yearbook collection is in the final phase of scanning for online review by the public, and we expect this information to be available by the end of the year. The yearbooks will be searchable, which will make them a great asset to researchers and the general public.

More Virtual Exhibits--November is Native American Heritage Month in the U.S., and we will be introducing a virtual exhibit on our web site that discusses our local Indigenous heritage and highlights some of the split ash and birchbark baskets we have received.

Collection Update—The City Commission approved the deaccession of the family items, and they have been returned to the family. We anticipate further deaccessions sometime in the spring.