



**CITY OF BIRMINGHAM  
MUSEUM BOARD  
MEETING MINUTES  
THURSDAY, May 7, 2015  
6:30 PM**

Members Present: Russ Dixon, Tina Krizanic, Marty Logue, Gretchen Maricak, Shawn O'Rourke, Jeff Wilmot; Kate Montgomery arrived 6:36 p.m.

Student Members Present: Maria Graham

Members Absent: None

Administration: Mayor Stuart Sherman, City Manager Joe Valentine, Museum Director Leslie Pielack

Guests: George Stern

Mr. Dixon called the meeting to order at 6:30 PM.

**Approval of the Minutes  
Minutes of April 2, 2015**

**MOTION:** by O'Rourke, seconded by Logue:

To approve the minutes of April 2, 2015, as amended.

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

**Discussion**

Mayor Sherman and City Manager Valentine discussed the relationship between the City and various boards as set out by the relevant ordinances, which provide for the function and responsibility of each board. The budget is set by the city commission, which oversees the funds held by the city. In the case of the museum, the sources of funding come from the city, the museum's endowment, and the Friends. The Museum Board can bring priorities to the city commission, which would explore funding. The role of city staff is to represent the city as liaison and coordinate board activity from the City Commission through the City Manager on to the boards.

Mayor Sherman emphasized the distinction between the non-profit boards and public boards as regards the division of responsibilities and the public nature of all board deliberations, which are subject to the Open Meetings Act and Freedom of Information Act. The city staff, in this case Museum Director Pielack, set each board agenda and manage communications pertaining to the board. Board

members should coordinate board matters through Director Pielack, not with each other, to avoid conflict with the Open Meetings Act.

Other governing statutes include the Ethics Ordinance, which addresses standards for board conduct. The Ethics Board reviews ethics questions and provide guidance; it is not a punitive board.

Roberts Rules are used for all boards, both public and private. In public meetings, amending agendas is discouraged, whereas it might be more common in private boards. The agenda announces to the public what the board's meeting plan is. Matters not included on the agenda are raised during the Board Comments section for possible advancement at future meetings. City staff make appropriate adjustments to future agendas to make sure issues that have to be addressed are handled. The Clerk is ex-Officio member of the board and delegates minutes-taking. City staff generally are responsible for taking minutes at board meetings.

The City will be holding a two hour workshop in the next couple months for all the boards in the city. It will cover the mechanics of city boards and the various limitations and guidelines that affect boards. Mayor Sherman strongly recommended that all new and old board members attend.

### **New Business**

A. An opportunity to request funds from the Cable Board to cover the cost of providing public Wi-Fi has presented itself. The Wi-Fi expansion to the lower park requires a new access point, which requires laying underground wire and installing a pole to provide it. This will enhance public experience in the park and is part of developing online digital access options for greater public access to museum content.

**MOTION:** by Maricak, seconded by Wilmot:

To support the appeal by the City of Birmingham's IT Department to request Cable Board grant funds to provide public WiFi and access enhancements to the lower park and pond area, in accordance with the museum's strategic plan.

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

### **Unfinished Business**

A. The role of a committee to explore and plan a reception for the Woodward exhibit was discussed. The reception committee will bring its recommendations to the Museum Board for final approval. Committees are subject to the Open Meetings Act.

**MOTION:** by Wilmot, seconded by Logue:

To appoint Tina Krizanic, Kate Montgomery, and Shawn O'Rourke to the reception committee for the Woodward exhibit.

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

- B. The board discussed how it might proceed to explore an alternative name for the museum. Mr. Dixon suggested the first steps would be to brainstorm possible names, then get public input, develop recommendations, and present to the City Commission. The cost and complexity of a name change were mentioned as needing exploration, as well as legal implications for the city and the Friends. A suggested time frame was to have a recommendation ready by November, 2015. Director Pielack will gather additional research regarding museum branding for the next meeting.

### **Communication and Reports**

- A. Ms. Logue reported that after the recent Festive Tables luncheon, the amount to be raised for the bell is now lowered to \$9,711. The Birmingham Hometown parade will be May 17, and the bell will be transported through the parade by a Dept of Public Services new utility vehicle, with signage for the crowd and encouragement for people to follow the bell to Shain park and ring the bell for a donation of \$5 or more.
- B. Museum Director Pielack updated the board on additional items added to the CREEM collection and that the city attorney's office has just cleared the use of the CREEM logo on a commemorative sign outside the theater where their offices were located. A museum staff will be presenting on the museum's CREEM archives to a conference in Detroit later this month. 27 classes of approximately 540 students are scheduled for school tours in May. A reminder to museum board members that there will be no meeting in July and at August's meeting, they are required to elect their chair for the next year.
- C. The board agreed with Mr. Dixon's suggestion to revisit the board's priority planning goals during the June meeting. Museum Director Pielack clarified for Mr. Wilnot that the Collections Committee has not met, and that she intends to revise the draft Collections policy in the coming months.
- D. Mr. Stern summarized the issues and history of the Greenwood Cemetery Advisory Committee and their planned recommendations to the City Commission regarding adding more burial space and funding matters.

Mr. Dixon adjourned the meeting at 8:06 p.m.