



**CITY OF BIRMINGHAM
MUSEUM BOARD
MEETING MINUTES
Thursday, December 7, 2017
5:30 PM**

Members Present: Russ Dixon, Lori Eaton, Judith Keefer Tina Krizanic, Marty Logue

Student Members Present: None

Members Absent: James Cunningham, Caitlin Rosso

Administration: Museum Director Leslie Pielack

Guests: None

**Approval of the Minutes
Minutes of November 2, 2017**

MOTION: by Dixon, seconded by Logue:

To approve the minutes of November 2, 2017.

VOTE: Yeas, 5
Nays, 0

Bicentennial Book Project Committee Minutes of October 30, 2017

MOTION: by Dixon, seconded by Eaton:

To approve the Bicentennial Book Project Committee Minutes of October 30, 2017.

VOTE: Yeas, 5
Nays, 0

Announcements

None.

Unfinished Business

A. Additional information was gathered to help address questions relating to the development of the conceptual landscape master plan. A site visit was held by Mr. Devlin and representatives from Hubbell Roth and Clark to clarify the wetlands boundaries and issues. Museum Board member Caitlin Rosso represented the Museum Board. HRC clarified that the wetlands boundaries are relatively high because of wet seeps/springs that emerge from the slope near the pond. This will require MDEQ

permitting because the area is within 500 feet of the Rouge River. Museum Director Pielack has initiated a pre-application meeting request with MDEQ in order for the landscape architect, Mr. Devlin, to review planned work and future permitting issues. One or two Museum Board representatives agreed to participate when the meeting is scheduled, as available, in order of preference of Russ Dixon, Tina Krizanic, Judith Keefer, and Marty Logue.

An informal meeting took place with city staff and Mr. Devlin to discuss the project with and board members Caitlin Rosso and Tina Krizanic representing the Museum Board. Suggestions included path materials used in Birmingham parks, avoiding right of way conflicts at Willits, and drawing from the site's surroundings in planning stairs, rails, etc. The fence on the east boundary of the site between the Hunter House and the adjacent lot should be repaired/replaced with the same fencing due to the property's historic designation. The design should be finalized before taking it to the next step. The consensus was that a joint workshop that included the Museum Board, Parks Board, and Historic District Commission combined with a public meeting would create a good opportunity for all to weigh in on the final conceptual landscape master plan. Museum Director Pielack will check into arrangements for the joint workshop meeting.

The Museum Board discussed recommended path surfacing materials and recommended rail designs and finalized its design and material preferences for path, rail, stairs to the Rouge River trail and lawn stairs in the final conceptual landscape master plan for the museum site.

1) Rouge River Trail railing--

MOTION: by Logue, seconded by Keefer:

To use recommended wood and metal combination rail in image provided by historical landscape architect Brian Devlin of Nagy Devlin Land Design for hand rails along steps to Rouge River trail, using wood posts with metal top rail, with the substitution of metal cable for horizontal wood rails. Design should maximize visibility and stability and utilize earth tone colors to blend into surroundings. (*Appended to these minutes as Attachment A*)

VOTE: Yeas, 5
Nays, 0

2) Steps for lawn--

MOTION: by Dixon, seconded by Eaton:

To use rock walls along lawn steps as noted in draft concept plan with exposed aggregate concrete steps. Hand rails to be simple steel pipe rail on both sides with attachment to rock walls wherever possible to minimize metal posts.

VOTE: Yeas, 5
Nays, 0

3) Rouge River Trail path steps—

MOTION: by Keefer, seconded by Logue:

To use slab stone for descending steps to Rouge River Trail in final conceptual landscape master plan.

VOTE: Yeas, 5
Nays, 0

4) Paving material for paths—

MOTION: by Dixon, seconded by Eaton:

Paving material for paths to be of crushed natural material or natural-appearing material that is ADA-compliant with a minimum of loose surface material.

VOTE: Yeas, 5
Nays, 0

New Business

Long range planning will be reviewed with the city commission on January 27. The Museum Board was in agreement that the focus for the next year will be in finalizing the landscape master plan for phased design and construction, with the priority being the pond zone and ADA access. The Birmingham bicentennial during 2018 is another possible important focus for the year pending further review. Budget priorities for 2018/2019 were discussed and the board agreed that 1) a professional marketing plan is needed to properly implement the strategic plan initiative, 2) a continued professional relationship with Brian Devlin for landscape design services is desirable following the completion of the concept plan, 3) the Allen and Hunter House complete replacement roofing project should be done in the next fiscal year as recommended by Jackie Hoist of H2 A Architects, 4) the picket fence on the east boundary should be repaired/repainted/replaced as necessary, and 5) that the question of replacement of historic operable shutters on the Allen House should be deferred to a future time.

Board members discussed the idea of the Museum Board's role in bicentennial activities and events, and agreed to defer further discussion to the January meeting. Ms. Eaton will represent the board at a meeting with Museum Director Pielack and city staff from the Birmingham Shopping District, Media and Communications, and Clerks office regarding possible bicentennial themed city events during 2018.

Communication and Reports

A. Joint Bicentennial Book Committee Report-the committee has completed its work and has been dissolved. Mr. Dixon recommended that in regards to the funding recommendation, an advance sale of a special edition, numbered and/or otherwise

specially stamped could be a viable way to raise funds. He also was enthusiastic about the recommendation to use thematic vignettes to convey complex issues and historic context. Ms. Eaton noted some concerns about the supplemental materials and walking tours as possibly needing more attention to ensure the use of available technology and meeting public needs comprehensively. The Museum Board agreed to review further at the January meeting with additional information on cost and process, before finalizing recommendations to the city.

B. Museum Director Pielack provided updates to her report. Two 'Valley Forge' hybrid elm trees have been planted in locations suggested by Mr. Devlin and the city's forester in the transition zone as previously agreed with the Museum Board, allowing for a safe distance from the diseased elms. This resulted in placement on either side of the Hill School Bell, which the Museum Board agreed was a good location. The visitor doors are being refinished off site and will be given a satin finish coat that will have superior UV resistance, which should ensure that the doors will need less maintenance in the future.

C. Ms. Krizanic noted that she was erroneously reported to have been at the Museum Governance presentation given by the American Alliance for Museums on November 3.

D. There were no public comments.

Ms. Krizanic adjourned the meeting at 7:13 p.m.



Attachment A, Recommended metal rail with wood posts