



**CITY OF BIRMINGHAM
MUSEUM BOARD
MEETING MINUTES
Thursday, September 6, 2018
5:00 PM**

Members Present: Jay Cunningham, Russell Dixon, Lori Eaton, Tina Krizanac, Marty Logue, Caitlin Rosso

Student Members Present: Joy Tenjeras (Ms. Tenjeras left at 5:32 PM)

Members Absent: Judith Keefer

Administration: Museum Director Leslie Pielack

Guests: None

**Approval of the Minutes
Minutes of August 2, 2018**

MOTION: by Logue seconded by Dixon:

To approve the minutes of August 2, 2018.

VOTE: Yeas, 6
Nays, 0

Unfinished Business

- A. The board reviewed planning and arrangements for the "A Walk in the Park" outdoor public open house event and their role in conveying information about the historic landscape concept plan and building relationships that may lead to partnerships and potentially funding support. Museum Board members, Director Pielack, and volunteer Jenny Roush will also be present at the Farmer's Market to answer questions and provide information to the public. Literature and handouts will be made available and a flyer for the upcoming St. Croix Shop event will also be available. The importance of tracking interested parties and utilizing a strategic fund raising approach (such as the AASLH brief shared with the Museum Board) was reinforced. Past Perfect has a means of tracking contacts, but other software was also mentioned, such as "Campaign Monitor." The outdoor open house is just the first step in engaging potential support that would be part of an ongoing process of helping the museum and leveraging other fundraising.

New Business

- A. Museum Director Pielack is working with the manager of the St. Croix Shop to develop and promote a fundraiser for the museum, entitled "The St. Croix Shop Gives Back." During the weekend of September 28-30, the shop will offer discounts

at time of sale on regularly priced merchandise in exchange for cash donations to the museum. The museum will create a display to help tell the history of the building (Albert Kahn's Wabeek Building) and will have other materials on hand. The shop will collect the donations and issue a check to the Friends after the benefit. The event has been announced at the city commission and a press release will be issued.

- B. An opportunity to participate in the city's tree lighting ceremony as a final commemoration of the bicentennial has presented itself. The Museum Board could hold a Time Capsule ceremony as part of the event, which is held Friday night before the Winter Markt weekend. This year it would be November 30. The Museum Board agreed that a special meeting to discuss the matter should be scheduled in light of the remaining time and need for approvals. The board asked Director Pielack to research internally regarding location, procedure, excavation, and related matters before the meeting. Special meeting to be scheduled for Thursday, September 20 at 4 PM.
- C. Director Pielack reminded the board that the parks bond issue process is still forthcoming, but it would be worthwhile to think about how to approach the discussion and some possible priorities that the board could focus on as we get closer. This could be part of Museum Board meetings going forward.

Communication and Reports

- A. Museum Director Pielack reviewed the Director Report and emphasized the importance of finding appropriate members for the Friends board, which is experiencing turnover. The Friends are interested in working on historic projects such as a Greenwood Cemetery publication. Museum Board members were asked to encourage friends and acquaintances to consider sitting in on a Friends meeting to see if they would be a good fit.
- B. Mr. Dixon shared an example of a historical society turning a large cut-down tree into wood souvenirs and carvings.
- C. There were no public comments

Special Meeting Thursday, September 20, 4:00 PM.

Next Regular Meeting: October 4, 2018 at 5:00 PM.

Ms. Krizanic adjourned the meeting at 6:10 p.m.