



**CITY OF BIRMINGHAM
MUSEUM BOARD
MEETING MINUTES
Thursday, January 3, 2019
5:00 PM**

Members Present: Jay Cunningham, Russell Dixon, Lori Eaton, Tina Krizanic

Student Members Present: Joy Tenjeras

Members Absent: Judith Keefer, Marty Logue, Caitlin Rosso

Administration: Museum Director Leslie Pielack

Guests: Brian Devlin, Nagy Devlin Land Designs
Lauren Wood and Carrie Laird, City of Birmingham Department of
Public Services/Parks and Recreation Department

Ms. Krizanic called the meeting to order at 5:00 PM.

**Approval of the Minutes
Minutes of December 6, 2018**

MOTION: by Dixon seconded by Eaton:

To approve the minutes of December 6, 2018.

VOTE: Yeas, 4
Nays, 0

New Business

Department of Public Services Director Lauren Wood and Parks Manager Carrie Laird briefly discussed the goals of the Parks and Recreation Board regarding identifying priorities and the potential for collaborating with the Museum Board as park-related projects and planning unfold. Museum Director Pielack will be attending the Parks and Recreation Board meeting Tuesday, January 8 to update their board on the Museum's activities and developments regarding the landscape master plan and design for the Heritage Zone as well as future priorities. Museum Board members expressed their appreciation for all the DPS and Parks staff have done to support the museum and care for its grounds and a desire to keep any new design projects from increasing maintenance demands on DPS staff. Director Wood reiterated the importance of collaborating to offer the best possible park system for public enjoyment, including the museum grounds, and to maintain good communication at the staff and board levels. A logical collaboration would include seeking opportunities for joint grant applications, especially regarding the trail system along the Rouge corridor and public access and pathways, such as in the Riverine Zone and Pond Zone. Museum Board members noted that re-arranging some priorities in planned zone projects may be advantageous to maximize the benefits of collaborating with parks priorities.

Unfinished Business

Brian Devlin of Nagy Devlin Land Designs shared the current draft for the Heritage Zone, including a rationale for tree replacements, plant materials, and keeping the landscape design understated while in keeping with historic plants and current needs. To help the Museum Board with their upcoming joint meeting with the Friends to discuss fundraising strategies for the landscape, Mr. Devlin will provide cost estimates as soon as possible. He will return in February with historic perennial plant lists for the community garden. He will provide modifications suggested by board members, including signage options and elevations, and incorporation of elements of the new intersection. Director Pielack will forward the sign ordinance to Mr. Devlin.

Director Pielack provided an update to the Certified Local Government Grant process and the potential for a project that would help determine the age-related changes to the exterior and interior of the Hunter House and help cover the cost of contracting with a historic architect to develop specifications for repair of the porch and exterior trim according to required Secretary of Interior Standards. Part of the matching portion of the grant permits in-kind components for staff time, which may make the project more feasible financially. The deadline is approaching, and one important estimate is still needed to develop the required budget. The process beyond that will require review and approval by the Historic District Commission and authorization at the commission level, all prior to the final grant application deadline in February. If we are unable to meet the deadlines for this cycle, the plan would be to continue in the next year's grant cycle.

At the January 17 joint fundraising strategy meeting, the Museum Board and Friends will be meeting with Bill Dow, who is a planned giving professional who works with large donors for a major hospital. He will be discussing ways of maximizing fundraising for projects such as our landscape projects. Although the finalization is not complete for the Heritage Zone design, we will have the estimates for that discussion.

Communication and Reports

Director Pielack highlighted portions of the Director Report, in particular the receipt by the city of \$15,000 from an anonymous donor, to be used toward the landscape project. The funds will be placed in a dedicated account and the Museum Board will determine the best way to make use of them in the coming months as funding and projects are determined. The time capsule deadline is going to be extended into March, as is the current exhibit. The schedule and presenters for the adult lecture series has been finalized, and there is good response already to the Jacobson's presentation and the neighborhood histories lecture.

Members reviewed a letter to the donor of a tree in front of the Allen House regarding a request to replace the tree with an elm, and finalized the wording by consensus, and agreed that Chair Krizanic would represent the board in the letter.

Special Joint Meeting: January 17, 2019 at 6:30 PM

Next Regular Meeting: January 3, 2019 at 5:00 PM.

Ms. Krizanic adjourned the meeting at 6:35 PM