



**CITY OF BIRMINGHAM
MUSEUM BOARD MEETING
556 W. Maple
Thursday, February 10, 2022
5:00 PM**

Members Present: Alexandra Harris, Judith Keefer, Marty Logue, Jay Shell

Members Absent: Bev Erickson, Pat Hughes, Caitlin Rosso

Student Members: None

Administration: Museum Director Leslie Pielack

Guests: None

Chairperson Logue called the meeting to order at 5:00 PM.

**Approval of the Minutes
Minutes of January 6, 2021**

MOTION: by Keefer, seconded by Shell:

To approve the minutes of January 6, 2021.

VOTE: Yeas, 4
Nays, 0

Unfinished Business

The event permit has been filed with the Clerks office, and the police department has given it a green light. The Clerks office will mail notices to neighbors and place the item on the agenda in the next few weeks for commission approval.

Members reviewed the proposed design for the promotional postcard of the Heritage Plant Exchange and were all in agreement to use the design (created by Alexandra Harris) for this year and to establish a brand for the event going forward. Members discussed appropriate methods of promotion, as follows:

Newsletters/press release

- The city's Spring print color newsletter (article already in)
- The Friends' Heritage newsletter
- A reminder will go in the June eNewsletter, the Around Town
- Press releases will go to local media outlets in late May

Hand distribution of postcards:

- Jay will take 200 to insert in his neighborhood association mailing in May
- Clerks office
- Library

- Next Senior Center
- Farmers Market

Postal mailing of post cards:

- City Commission
- Members of the Friends

New Business

Members reviewed the updated information on Pond Zone design and cost estimates, and concurred with the proposed sub-phases of the sidewalk component, the ADA parking space component, the boardwalk and patio component (which can be further broken down due to cost), and the path to the Rouge River overlook. These sub-phases will allow construction to take place over the next several years, and private funds could be raised to offset city fund sources. Prioritizing the most user-friendly components will help communicate to the community that progress is being made. CDBG funds are already being sought for the parking space, and the sidewalk component may be included in the city's planned sidewalk improvements (as yet undetermined).

Communication and Reports

Director Pielack reviewed and updated the Director Report, with regard to museum efforts to make the collection more accessible online through Past Perfect Online, and plans to create mobile app-based virtual tours to enhance and customize visitor experience. This would include creating a specialized school curriculum-based experience that can be used by parents visiting with their 2nd grade children in lieu or in addition to a field trip class tour. The museum also has an opportunity to take on the Find-a-Grave files that volunteer Jacquie Patt has created for Greenwood Cemetery. Ms. Patt has been very exacting in her biographical data and documentation for over 2000 burial sites; taking the files on is a natural fit for the museum, but will entail oversight and management. The board was in agreement that this is an important role for the museum to play to preserve these files and manage them on behalf of the public going forward. The museum will be able to hire a short-term part-time museum intern with available funds to help with some of these collection tasks and to provide other museum support. The Underground Railroad designation application has been finalized and is expected to be decided by the National Park Service in March. Members agreed to discuss acting as host for a public event later this year at March's meeting.

There were no board member comments.

There were no public comments.

The next Regular Meeting is scheduled for Thursday, March 3, at 5:00 PM.

Ms. Logue adjourned the meeting at 6:04 PM.