



CITY OF BIRMINGHAM  
MUSEUM BOARD  
MEETING MINUTES  
Thursday, August 2, 2018  
5:00 PM

Members Present: Russell Dixon, Judith Keefer, Marty Logue, Caitlin Rosso

Student Members Present: None

Members Absent: None

Administration: Museum Director Leslie Pielack

Guests: None

The chair being absent, the board appointed a temporary chair for the meeting

**MOTION:** by Keefer, seconded by Rosso:

To nominate Marty Logue as temporary chair.

**VOTE:** Yeas, 4  
Nays, 0

**Approval of the Minutes  
Minutes of July 19, 2018**

**MOTION:** by Dixon, seconded by Keefer:

To approve the minutes of July 19, 2018.

**VOTE:** Yeas, 4  
Nays, 0

Because of expected late arrival of a board member, the board agreed to revise the order of agenda items to deal with item B. under Unfinished Business first.

**Unfinished Business**

B. The board reviewed the final draft of the Birmingham Museum Group Use Rules and fees for private use of the museum grounds. Minor changes and re-organization were considered and the board agreed that the rules and associated fee structure were appropriate and now finalized.

**MOTION:** by Dixon, seconded by Keefer:

To approve the Birmingham Museum Grounds Group Use Rules and associated application and fees and to recommend final approval by the City Commission.

**VOTE:** Yeas, 4  
Nays, 0

A. Museum Director Pielack summarized the upcoming landscape open house entitled "A Walk in the Park" scheduled for September 9. Various promotional plans were discussed as well as organizing for the event. A post card will be sent to city commissioners, the Historic District Commission, the Parks Board, and the neighbors along Willits Street to invite them to the event. Signage has been approved by city staff to be posted 2 weeks in advance. The board discussed best placement and appearance of the signs for the event. The board also considered the options for providing refreshments and would like to provide simple and non-perishable snacks such as cookies, doughnut holes, and the like. Talking points were considered for each of the four landscape zones and also in general discussion going forward. It was agreed by consensus that:

- each board member should be familiar with the cost estimates for the landscape
- even though final funding is not determined, in general board members should convey that potential funding sources are numerous. Various aspects of the landscape project are expected to meet eligibility for grants and other combined public-private partnerships in future funding.
- specific interest on the part of an individual or organization can be channeled to the Museum Director for further information, and a post card-sized "business card" will be available to give interested parties if they want to follow up with the Museum Director
- board members should make an active effort to ask the public for their ideas and try to engage in a dialogue to see if they understand the plans
- the landscape case statement booklet should be provided and used to explain particulars as needed
- There will be other events with targeted fund raising and additional opportunities to get involved planned for the future
- contact information-**email addresses in particular**-is very important to capture so we can continue to communicate with people who have an interest in our grounds and future projects (not only funding)

### **Communication and Reports**

A. Museum Director Pielack reviewed the Director Report, especially the history of park bond expenditures for the museum and the clarification that previous park bond funds were not denied the museum, but the museum did not meet the requirements for encumbering the funds. \$212,590 were, however, spent on design and improvements to the museum that have been very valuable to our mission and public access. The board agreed that there were no further questions about funding history and that having projects ready will be key for any future park bond funding.

B. There were no Board member comments

C. There were no public comments

**Next Regular Meeting: September 6, 2018 at 5:00 PM.**

Ms. Logue adjourned the meeting at 6:17 p.m.