



**CITY OF BIRMINGHAM
MUSEUM BOARD AGENDA
556 W MAPLE
Thursday, August 3, 2017
5:30 PM**

***Mission Statement:** The Birmingham Museum will explore meaningful connections with our past, in order to enrich our community and enhance its character and sustainability. Our mission is to promote understanding of Birmingham's historical and cultural legacy through preservation and interpretation of its ongoing story.*

- 1. Call to Order**
- 2. Roll Call**
- 3. Introduction of Guests**
- 4. Approval of the Minutes**
 - A. Minutes of July 13, 2017
- 5. Announcements**
- 6. Unfinished Business**
 - A. Master Landscape Planning-Brian Devlin and Carrie Laird
- 7. Communication and Reports**
 - A. Committee Reports-Joint Bicentennial Book Committee
 - B. Director Report
 - C. Member comments
 - D. Public comments
- 8. Next Regular Meeting: September 7, 2017**
- 9. Adjournment**

NOTICE: Individuals with disabilities requiring accommodations for effective participation in this meeting should contact the city clerk's office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance. *APPROVED MINUTES OF THE MUSEUM BOARD MEETINGS ARE AVAILABLE IN THE CITY CLERK'S OFFICE AND ON THE CITY WEBSITE AT www.bhamgov.org.* City of Birmingham, 151 Martin, Birmingham, MI 48009; 248.530.1800. Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

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**CITY OF BIRMINGHAM
MUSEUM BOARD
MEETING MINUTES
Thursday, July 13, 2017
5:30 PM**

Members Present: James Cunningham, Russ Dixon, Lori Eaton, Judith Keefer, Tina Krizanic, Marty Logue, Caitlin Rosso

Student Members Present: None

Members Absent: None

Administration: Museum Director Leslie Pielack

Guests: None

Appointment of Temporary Chair

Mr. Dixon was appointed temporary chair by consensus and called the meeting to order at 5:32 PM.

Election of Chair

Tina Krizanic was nominated by Marty Logue as Chair. There were no other nominees. The board proceeded with the vote to approve Tina Krizanic as Chair of the Museum Board for 2017/2018.

VOTE: Yeas, 7
Nays, 0

**Approval of the Minutes
Minutes of June 15, 2017**

MOTION: by Dixon, seconded by Cunningham:

To approve the minutes of June 15, 2017, as amended.

VOTE: Yeas, 7
Nays, 0

Announcements

None.

Unfinished Business

A. Members walked the museum grounds to view the landscape and review priorities. The four transition zones-heritage area near buildings on upper level, Rouge floodplain and corridor west of Allen House and lawn, pool and pond area, and transition zone midway between pool and along historic stone fence-were considered. Further discussion included priorities regarding museum mission and public access (including barrier-free access) restoration or remediation of the native landscape, and education/interpretation concerns. The board consensus was that the pool/pond area is a top priority for preservation and interpretation. Historic landscape architect/designer Brian Devlin will be attending the Museum Board meeting on August 3 to review board priorities and discuss concept designs for the landscape. City of Birmingham Parks Manager Carrie Laird will be attending the meeting as well to provide orientation to the process the parks department is undertaking to develop their master plan, and how city initiatives might intertwine with museum park planning.

New Business

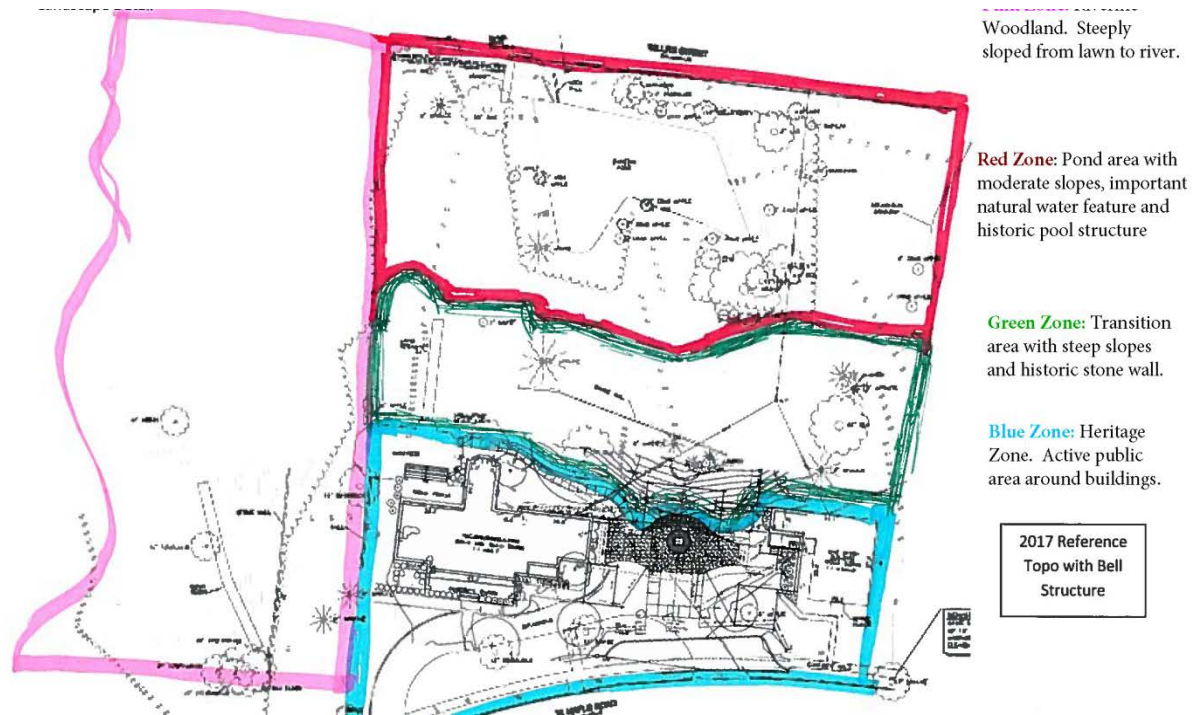
None.

Communication and Reports

- A. Joint Bicentennial Book Committee Report-none at this time.
- B. Museum Director Pielack provided her report to the commission on the update of the museum strategic plan in lieu of a Director Report. The Allen House siding RFP received two bids that are in review.
- C. There were no member comments.
- D. There were no public comments.

Ms. Krizanic adjourned the meeting at 7:01 p.m.

Museum Landscape Zones and Planning-Priorities from 7/13/17 Site Review



I. Pond Zone (Red) Characteristics:

- moderate slopes
- pond with historic pool
- pedestrian access from Willits street
- light pole with internet access (WiFi) and electric access

Initial Suggested uses and improvement areas:

- Possible pond improvements
- Barrier free/accessible path
- Possible automobile improvement (barrier free parking)
- Seating area near existing light pole
- Tree planting
- Removal of invasive species

Pond Zone Priorities from 7/13/17 Site Review

1. Focal point-gem of the site; priority-remove invasives and create physical and visual access
 - a. Remove invasives at shoreline and remove invasive trees; substitute lower maintenance native species to provide some shade for seating and support wildlife/provide wildlife cover
 - b. Barrier free parking
 - c. Barrier free natural path to south side of pool, to seating area, and across lawn to Rouge area overlook and interpretive/educational material (physical and WiFi)
 - d. Introduce lower maintenance naturalistic plantings at wetlands and wetlands interpretive/educational material

- e. Plan for removal of aging tree/s and phased replacement with appropriate species in pool vicinity
2. Restore pool and interpret unique story
 - a. Repair/preserve/restore concrete walls of Allen period & interpretive/educational material (physical and WiFi) (*per city attorney, no special safety barriers are required provided we don't change the depth of the pool*)
 - b. Separate areas for rain garden at southeast to disguise drain and manage storm runoff
 - c. Repair/restore spillway as needed and ensure compliance with Rouge watershed guidelines
3. Relocate or bury utilities
4. Create overlook structure or decking on west side of lawn at trail (top of slope), possibly with roof, also possible photo site
5. Repair/replace/re-design concrete steps to Willits
6. Diagram/signage for parking, access, park hours, museum info/name, etc.

II. Transition Zone (Green) Characteristics:

- Steep slopes
- Existing historic boulder wall
- Existing wood steps (recent)
- Evergreens and deciduous
- Often used for winter sledding

Suggested uses and improvement areas:

- Possible accessible path with interpretive information
- Additional plantings
- Removal of invasive species
- Possible wildlife support garden (bees, bats, birds, butterflies)

Transition Zone Priorities from 7/13/17 Site Review

1. Consider viewshed from upper plaza (heritage zone) in planning
 - a. Plan for aging/dying trees and phased replacement with appropriate trees
 - b. Possible path with tiered landscape planting below wall
 - c. Consider native garden zones for education and interpretation behind Hunter House
2. Preserve/stabilize stone wall; relocate or bury utilities
3. Replace straight run of stair access from porch/patio with visually pleasing stairway sections with plantings, seating halfway down; include unobtrusive hand rail.
4. Educational and interpretive planting in future (physical signage and WiFi); create benches from spruce tree removal, tree ring displays, etc

III. Heritage Zone (Blue on attached sketch) Characteristics:

- Allen House
- Public Plaza
- Hunter House
- Museum, special events, outdoor gathering place, public access, signage, barrier free parking and access, bell monument, historic marker sign, seating, public WiFi, flower gardens

Suggested uses and improvement areas:

- Vegetable/demonstration garden
- Augment existing plantings and remove invasive species

Heritage Zone Priorities from 7/13/17 Site Review

1. Clean up/disguise utility areas behind Allen House
2. Provide people-and dog-friendly trash receptacles and doggie bag dispensers (maintenance by DPS?)
3. Maintenance of gardens and upkeep planning for neglected areas, picnic tables, etc.
4. Create unique table tops from elm tree slices for patio
5. Possible future plantings based on Allen period near house
6. Demonstration vegetable/heritage garden at Hunter House

IV. Riverine Woodland Zone (pink) Characteristics:

- Steep slopes
- Large trees:
 - Black Walnut
 - Black cherry
 - Box Elder
 - Catalpa
 - Cottonwood
 - Elm
 - Oak
- Wood chip trails with wood steps
- Invasive species

Suggested uses and improvement areas:

- Attract wildlife and encourage native species
- Encourage connection to river
- Possible interpretative information

Riverine Woodland Zone Priorities from 7/13/17 Site Review

1. Develop comprehensive long term phased invasive removal and management plan
 - a. Wetlands/flood plain-Phragmites, etc.
 - b. Slopes-Invasive vines and shrubs; replace with native species as appropriate
 - c. Trees-graduated removal/replacement of invasive trees with native trees
 - d. Follow Rouge watershed guidelines
2. Utilize existing elements to interpret natural processes and landscapes
 - a. Downed tree
 - b. Floodplains
 - c. Steep slopes
3. Develop interpretive stops with mascot or other similar signage to educate trail users about native landscapes and woodland environments

DATE: August 3, 2017
TO: Museum Board
FROM: Leslie Pielack, Museum Director
SUBJECT: Director Report

Allen House Siding—the siding project received two bids, both using the same architectural plans and specifications that were drawn up by Jackie Hoist, our architect. L.G.K. Company's proposal was \$ 57,430, and Grunwell-Cashero Company's proposal was \$ 175,900. To gain a better understanding of the differences, we held follow up interviews with the bidders and the architect. After receiving additional clarification and checking references, we determined that both bidders were qualified to complete the siding project and as required, we have determined that L.G.K. is the lowest bidder and will be recommending to the commission that they approve a contract. We are gathering needed documents and will be processing through the required city procedures and planning to seek commission approval at their next meeting on August 14. If approved, the project is anticipated to be completed by late summer or early fall.

Marketing RFQ—25 firms in the Birmingham area received letters and a copy of the RFQ for developing a marketing plan with a deadline of Friday, June 2. The RFQ asked for proposals to provide in kind services along with a stipend for \$3,000 toward expenses. We received three letters declining to take on the project and no other responses. At this time, we will plan to go out for an RFP in the fall for proposals for professional marketing services.

Summer Programs—Second Thursdays will continue the Children's Storytime series with the Baldwin Library throughout the summer. Also planned are a couple instructional workshop programs with Victor Pytko for a nominal fee. We are holding a joint program with the Baldwin Public Library in October, November, and December on the Arts and Activism. It will feature guest speakers in the fields of the theater arts, music, and Victor Pytko will provide the visual arts program here in December before the close of his exhibition.

Eagle Scouts to White Wash Picket Fence—Our Eagle Scout project is in motion to prime and paint our repaired wooden picket fencing. The Eagle Scout program has helped the museum with special projects in the past, and it is great to work with them on sprucing up our fencing.

2018 Exhibit-The museum plans to incorporate a unique idea into its 2018 exhibit that will also integrate well with the Birmingham Bicentennial. A working title is "200 Years of Stories: Celebrating the People of Birmingham." We would like to invite the public to contribute to the exhibit by submitting someone they would like to celebrate. It could be a living person or a historic one. It does not have to be a well-known person-in fact we will encourage the opposite. This crowd-sourced exhibit will be balanced by invited submissions and museum-curated content. We will have a special spot for student submissions as well. The museum staff is working on a format and examples and a plan to promote this exciting new approach. There are many benefits to an exhibit like this. As things develop, there will be lots of opportunity for the Museum Board to get directly involved.