



**CITY OF BIRMINGHAM
MUSEUM BOARD SPECIAL MEETING AGENDA
556 W MAPLE
Thursday, September 20, 2018
4:00 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. New Business**
 - A. Bicentennial Time Capsule
- 5. Communication and Reports**
 - A. Member comments
 - B. Public comments
- 6. Next Regular Meeting: October 4, 2018**
- 7. 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.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



HOME / FAQ'S ABOUT TIME CAPSULES

FAQ'S FOR IDEAS & HOW TO'S... FOR HERITAGE TIME CAPSULE

Why do people use Time Capsules?

Heritage Time Capsules are the ideal solution for companies, townships, and organizations that want to preserve a moment in time. Whether opening a new branch, launching a new service, or just starting a new venture, your organization has an opportunity to host two unique events. The first, when you store important objects and artifacts inside your Capsule. The second, when you open the Capsule weeks, months, or years later and celebrate all the changes and milestones that have happened since its burial.

Who buys Heritage Time Capsules?

Anyone with a moment to preserve. Companies opening a new location may ask staff to contribute objects to be remembered once the branch has a few years under its belt. Schools and universities may have students submit their own ideas and artifacts to be celebrated on their graduation. The possibilities are endless, and at Heritage Time Capsules, we'll make sure you have the right resources to keep your memories intact. [See our Capsules.](#)

How do I store/bury my Time Capsule?

Time Capsules are extremely good at keeping your memories intact for years after they're placed in the ground. However, to be successful, it's important that your preservation ceremony takes a few preliminary steps:

- ▶ Ensure the Time Capsule and everything you're preserving is completely dry.
 - ▶ Do not include staples, paper clips, or rubber bands. They can corrode over time and leave residue on your other contents.
 - ▶ Separate items as much as possible. This is easy with our [Heritage Preservation Kit](#).
 - ▶ After placing your objects inside, tighten the Time Capsule's lid/cover as tight as you can.
 - ▶ Excavate the preservation site to a depth of 4 feet or more.
 - ▶ Lower your Time Capsule into the ground, cover it up with the earth you removed earlier, and (if you've purchased it) mark the spot with your Heritage Medallion.
-

Which size Capsule is right for me?

We offer Time Capsules in five sizes. Knowing which is right for you is simply a matter of what you're preserving. Before you decide on a size, take the following steps:

- ▶ Talk to your participants and ask what they're preserving.
- ▶ Estimate the dimensions of the largest item. Then, add an additional 2–4 inches to allow enough room for the Capsule to close properly.
- ▶ Now choose a size that works for you. You may wish to leave extra room for additional items. However, the basic formula would look like:

Dimension of Largest Item + 4" = Your Capsule Size

Ready to choose a Capsule? [See available sizes here](#).

What are they made of? Which material should I choose?

Your Time Capsule can come in one of three materials:

- ▶ Composite

- ▶ Aluminum
- ▶ Stainless Steel

Each is built to withstand the elements, keep your memories preserved, and look great the whole time. The only difference is in how the materials look and how they fit your budget.

Find a material you love. [See all three here.](#)

What shape is best?

This is a highly personal choice. It will depend on what you're preserving and where it will be stored. Your Time Capsule can come in one of two shapes:

- ▶ **Cylinder:** These Capsules have a flat bottom and a smooth, curved surface. Dimensions are described with diameter (of the base/lid) and height.
- ▶ **Rectangle:** Box-shaped and easy to manage, the rectangular Capsules are our most popular configuration. Dimensions are described in length x width x depth.

A few points to consider:

- ▶ Where will your Capsule be stored? Will this affect the shape you choose?
 - ▶ What kind of items are you preserving? Would they fit better in a cylindrical or a box-shaped Capsule?
 - ▶ Storing your Capsule in the foundations of a building? Ask your architect which shape he'd prefer.
 - ▶ Replacing an existing Capsule? What size/shape restrictions are involved (if any)?
-

What makes for an amazing Time Capsule celebration ceremony?

Can you feel it? Your Time Capsule celebration is going to be great! Here are some tips to make sure the big event goes off without a hitch:

- ▶ Choose a leader, someone who will be in charge of organizing the ceremony.
- ▶ If necessary, put together a small committee to assist this leader.
- ▶ Set a date for your ceremony.

- ▶ Touch base with your participants and ask them to submit items for preservation. Be sure to include a deadline, too!
- ▶ Get the word out. Put together press releases, invite local officials, and get in touch with your soon-to-be guests. Invite local newspapers and television networks.
- ▶ If you're burying the Capsule after a major event, you may want to display the items for guests.
- ▶ Get on stage with a short speech about your Time Capsule and what its contents mean.

Most of our clients purchase the Heritage Stone Medallion to mark the location of their Capsule. [Learn more.](#)

What kinds of items should we preserve?

Anything you'd like! In the past, clients have included:

- ▶ Autographs
- ▶ Badges
- ▶ Baseball
- ▶ Ballpoint Pen
- ▶ Biographies
- ▶ Calculator
- ▶ Slide Rule
- ▶ Credit Card
- ▶ Diary
- ▶ Photos
- ▶ Football Jersey
- ▶ Legal Documents
- ▶ Internet Information
- ▶ Recipes
- ▶ Phone Book
- ▶ TV Guide
- ▶ Newspapers
- ▶ Movie Reviews
- ▶ Music
- ▶ Menus
- ▶ Blueprints
- ▶ Favorite Hat

- ▶ Stamps & Coins
 - ▶ Ticket Stubs
 - ▶ Advertisements - Current & Antiques
 - ▶ Sports Statistics & Box Scores
 - ▶ Golf Ball & Tee
 - ▶ Lists of Members, Parishioners, Students
 - ▶ Invitations to Past & Current Events
 - ▶ Letterhead & Business Cards
 - ▶ IQ Test
 - ▶ Automobile Sales Brochures
 - ▶ Bank Statement & Checks
 - ▶ Bible & Prayer Book
 - ▶ List of Corporate Executives
 - ▶ Mayor's State of the City Address
 - ▶ Newspaper Articles
 - ▶ Magazines & Catalogs
-

What is the Preservation Kit? Do I need it?

The Library of Congress and the Smithsonian Museum contain some of the most treasured artifacts in world history. They make every accommodation possible to ensure the artifacts are preserved to "Museum Quality", including temperature control, humidity control, air purification, light inhibition, and physical protections.

Although the artifacts in your Heritage Time Capsule will not include the Constitution, the first American flag, or a fine piece of art, there are some things that can be used which will dramatically improve the level of preservation for the items in your Heritage Time Capsule.

Your Preservation Kit includes:

- ▶ Fadeproof Archival Marking Pencil
- ▶ Polyester L-seal envelopes
- ▶ Permanent Bond, Letter size paper, Buffered
- ▶ Micro Chamber Envelope: for storage of photos

- ▶ Foam Pouches: to separate items
 - ▶ Resealable Static Pouch: for storage of DVD's or CD's
 - ▶ Desiccant Pack: to absorb any inherent moisture in the items stored
-

How do I upload my own logo or design?

Brand your Capsule however you'd like. Just be sure to select "Custom Logo" when selecting your graphic from the product page drop-down menu. Make sure the artwork you upload is high resolution and in any of the following formats: JPEG, PSD, EPS, or PDF.

Do you have any more information about preservation?

The Library of Congress Preservation website can provide additional information regarding preservation of items. You can visit their website by [clicking here](#).

What's all this about registering my Capsule?

You can register your Time Capsule through the International Time Capsule Society. Follow their [easy registration system](#) and you'll never forget where your memories are buried.

Do you offer expedited/rush orders?

We get it. Deadlines are deadlines. We'll do everything in our power to make sure your Time Capsule arrives in time. Order with standard shipping and you can expect to see your time capsule in 10 business days or less. That said, we also offer rush delivery— your time capsule will be shipped and on its way within 36 hours of your order.

Meet your deadline. Rush delivery now available: \$209.00

Rush delivery times will be a bit longer for those orders requiring a custom logo.

----- HERITAGE TIME CAPSULES . SHIPPING CHART -----

	Std.lead time	Expedited
	(business days)	
Time Capsule, No logo:	5 days	36 hrs
Time Capsule, Std logo:	5 days	36 hrs
Time Capsule, Custom logo:	10 days	3 days
Time Capsule, Custom laser Etched:	15 days	10 days
Etched Heritage Stone Medallion:	10 days	8 days
Custom Time Capsules:	6-8 weeks	4-6 weeks

I need something custom. What can you do?

Everything under the sun (almost). If you need a specific look, a particular shape, or a unique design— just let us know! [Email us](#) with your design specifications and we'll get back to you in 48 hours or less. We can accommodate most requests, however keep in mind that we will be working from the following materials and parameters:

- ▶ Corrosion-resistant 304 Stainless Steel
- ▶ Heavy duty, 12 gauge thickness with a 2B surface finish
- ▶ Stainless steel bolts to fasten access panel firmly in place
- ▶ Butyl seal included for interface of access panel and Time Capsule
- ▶ Length x Width x Height
- ▶ Delivery address
- ▶ Ceremony Date

Ready to get started? Email us at: customerservice@heritagetimecapsules.com

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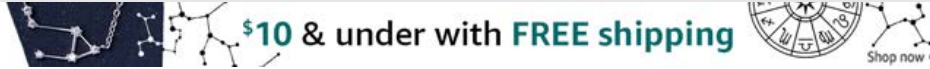
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Time Capsule Art

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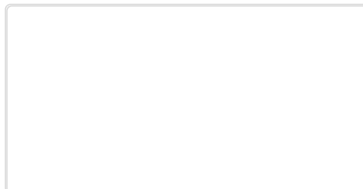
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this time capsule

- Best Birthday and Future gift. Kids can write to themselves as seniors and then bury in the ground. This time lock container is larger than A4 paper that it can hold quite a lot envelopes.

New (2) from \$69.79 & FREE shipping.



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http://www.thepostnewspapers.com/north_royalton/local_news/city-will-bury-time-capsule-for-bicentennial/article_ad19bcb0-9eb9-5149-b0dd-b91dcf1f4686.html

City will bury time capsule for bicentennial

Is still unable to locate capsule buried in 1969

By JAIME ANTON The Post staff writer Aug 11, 2018



The time capsule buried in 1969 at the base of the Grand Army of the Republic soldier monument at the Veteran's Memorial is lost in time. It was relocated weeks after its burial but nobody knows where. The city is still trying to find it but regardless plans are moving forward to bury a new one to mark the bicentennial Oct. 27 at the North Royalton Historical Society on Ridge Road.

File photo by JAIME ANTON

NORTH ROYALTON – City officials are disappointed they have been unable to locate the whereabouts of the sesquicentennial time capsule buried in 1969 that appears to be lost in time, but they will be burying a new one to commemorate the bicentennial.

The missing capsule was buried the year following the city's 1968 sesquicentennial (its 150th anniversary), in the North Royalton Cemetery on Sept. 23, 1969 at the base of the Grand Army of the Republic soldier monument in the Veterans' Memorial.

When city officials tried to locate it last month, they discovered that just weeks after the burial in 1969, it was unearthed because of land ownership rights, being on V.F.W. property, so it was reburied at a different location, but no one knows where.

The city recently enlisted the help of longtime residents who may remember the events that transpired at the time regarding the time capsule's whereabouts with the hope of having a public opening during the bicentennial celebrations but, unfortunately, no one has come forward.

It is disappointing but on a brighter note, Mayor Bob Stefanik said a new time capsule is in the works and will be buried in front of the North Royalton Historical Society's Smith-Rutledge House at 13759 Ridge Road on Oct. 27, the city's official 200th anniversary date.

"It would have been a lot of fun if we could have opened up the time capsule from 50 years ago, but, unfortunately, no one knows where it is located. We won't make that same mistake again," he said. "We welcome anyone in the community to come out and share this experience together. We will bury the bicentennial capsule at a time to be announced. We are working on finalizing the details now."

The hope is that the bicentennial time capsule will be opened during the city's sestercentennial, 250th anniversary, in 2068.

The plan is to put local publications inside, such as a copy of *The North Royalton Post*, as well as school and service club memorabilia.

Anyone who may remember where the sesquicentennial capsule was reburied in 1969 is still encouraged to contact the mayor's office at 440-237-4300.

Jaime Anton

https://www.theadvocate.com/gambit/new_orleans/news/blake_pontchartrain/article_cba0256b-c896-5c7f-9dfe-63df04e7f403.html

What do you know about the time capsule in the main public library in New Orleans?

Jul 27, 2015 - 4:00 pm



Students from the Alcee Fortier High School Key Club and city officials bury a time capsule at the public library in 1958.

Photo courtesy Louisiana Division/City Archives, New Orleans Public Library

Hey Blake,

There is a time capsule in the main public library in New Orleans (219 Loyola Ave.), placed there in 1958 by the public schools of New Orleans and a club at Fortier High School. What do you know about this capsule and if there is a date it is scheduled to be opened?

Curious about Contents

Story Continued Below

Dear Curious,

There are two time capsules buried deep beneath the New Orleans Public Library main branch. One was put there in 1996 to commemorate the library system's centennial; the one you recall marked the main branch's opening in 1958.

According to a story in *The Times-Picayune*, a ceremony was held on May 4, 1958, to install the time capsule. The project was the work of the Alcee Fortier High School Key Club. The group's president, student Robert E. Hill Jr., was among the speakers at the ceremony. Also present were Mayor deLesseps "Chep" Morrison, City Councilman (and future mayor) Vic Schiro, library board Chairman Charles Smither, library supporters Phyllis Dennery and Effie Fisher, public schools superintendent Dr. James Redmond and Monsignor Henry Bezou, the superintendent of Catholic schools.

According to library records, contents of the time capsule included copies of the local newspapers of the day (remember, there were three then: *The Times-Picayune*, *The States* and *The Item*), along with several national magazines, a city telephone directory, the mayor's annual report for 1956-57, a copy of the city's Home Rule Charter and the library system's annual report. Also included were microfilms of publications from 22 local schools, lists of upcoming local events for 1958, an atlas, map of New Orleans, The World Almanac and library book list.

There is a problem, however: Nowhere in the library's archives or press accounts is there information about when the capsule is to be opened. In addition, archivists in the library's Louisiana Division and City Archives say that while photos of the ceremony show the capsule being placed into the floor somewhere at a cornerstone, there is no information about where the capsule sits within the building.

A Glimpse into the Past: 1890 Time Capsule Opened



Julia Dupuis '21

JULY 11, 2018

Students, faculty, and community members at Hamilton College got an intimate look at what campus life looked like more than 120 years ago, thanks to a surprise discovery of a time capsule buried by the class of 1890.

With members of the Archaeology Department faculty and the library special collection staff on hand, the College hosted a public opening of the time capsule on Tuesday. President David Wippman opened the box and presented each item with the help of Vice President for Libraries and Information Technology Joe Shelley, Special Collections Coordinator Mark Tillson, College Archivist Kathy Collett, and Director and Curator of Special Collections and Archives Christian Goodwillie.

Inside the box was a college catalogue for the 1889-1890 year; an issue of *Hamilton Literary Monthly* from May, 1890; newspapers printed by the *Utica Morning Herald* for the two days before the time capsule was buried, June 23 and 24, 1890; a course catalogue for the 1889-1890 year; the *Hamiltonian* yearbook for the Class of 1890; and numerous advertisements, presumably used as packing material.

Paper records were the most popular items to be included, but there were also some surprises, including a leather hat, a menu for the class banquet of the class of 1890 from 1887, and a noisemaker in two pieces (mouthpiece with whistle and horn) with an engraving indicating that it was “stolen” from another class.

In the late 19th century, it was customary for graduating classes to commission a stone carved with the year of their graduation. After commencement, the students would bury a box beneath the stone containing newspapers, magazines, and other memorabilia from their class year.

This ceremony was discontinued in the early 20th century, and many of the time capsules have already been recovered and stored in the archives.

The 1890 time capsule was only discovered due to the careful work of the road crew during campus construction.

“We’re very grateful to the road crew for their good instincts and attentiveness,” said Director and Curator of Special Collections and Archives Christian Goodwillie. “We had pretty low hopes that anything would be salvageable—things might have been destroyed by the equipment or water damage. Thankfully, the time capsule was double boxed and tightly sealed, and the road crew was very careful while uncovering it.”

Goodwillie learned about the burial of the time capsule from records of the *Utica Morning Herald*. He hopes the discovery of this time capsule will inspire a more deliberate effort to look through the archives for mentions of other capsules, which may still remain buried around campus.

Originally founded in 1793 as the Hamilton-Oneida Academy, Hamilton was chartered as a college in 1812. It is among the three dozen oldest colleges in the United States.

Although Goodwillie is eager to add items like newspapers and yearbooks to the archives, he adds that the more playful and humorous objects hold special value. “I think the most important thing is for students to see that there’s a continuity of culture on this campus, right back to the beginning. Even though the face of the campus has changed, the spirit of the students never changes,” he said.

President David Wippman echoed that sentiment. “Our college goes back to 1793,” he said. “We’re really proud of that long history, and seeing something like this helps bring that history to life. It reminds us that our predecessors were just like students today—just young people living their lives like any other time in history.”

*The time capsule opening was featured in a segment on CNYhomepage.com (<https://www.cnyhomepage.com/news/hamilton-college-unveils-time-capsule-from-1890/1294535745>), on WIBX 950 (<http://wibx950.com/128-year-old-time-capsule-opened-at-hamilton-college/>), and in the *Utica Observer-Dispatch* (<http://www.uticaod.com/news/20180710/hamilton-college-reveals-contents-of-1890-time-capsule>).*

TRENDING STORIES

[On 9/11, Pellman Remembered Through His Sound Design at Shanksville Memorial](#)
([/news/story/on-9-11-pellman-remembered-through-his-sound-design-at-shanksville-memorial](#))

[Former U.K. Prime Minister David Cameron is Next Great Names Speaker](#)
([/news/story/former-u-k-prime-minister-david-cameron-is-next-great-names-speaker-oct-15](#))

[Andi Dickmeyer '19 Develops Mental Health Wellness Class](#) ([/news/story/dickmeyer-19-develops-mental-health-wellness-clas](#))

CONTACT INFORMATION

Media Relations Office

198 College Hill Road
Clinton, NY 13323

☎ 315-859-4680

✉ pr@hamilton.edu (<mailto:pr@hamilton.edu>)

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ALUMNI

[Pay Dirt: 128-year-old Time Capsule Opening Tuesday](#)