



**CITY OF BIRMINGHAM
MUSEUM BOARD
MEETING MINUTES
THURSDAY, December 4, 2014
6:30 PM**

Members Present: Russ Dixon, Marty Logue, Shawn O'Rourke, George Stern, Jeff Wilmot

Members Absent: Gretchen Maricak

Student Members: Olivia Nielsen

Administration: Museum Director Pielack

Guests: None

Mr. Dixon called the meeting to order at 6:30 PM.

**Approval of the Minutes
Minutes of November 6, 2014**

MOTION: by O'Rourke, seconded by Logue:
To approve the minutes of November 6, 2014

VOTE: Yeas, 5
Nays, none

Unfinished Business

- A. There were no committee reports from the Collections Committee or the Board Development Committee at this time. The Joint Fundraising Committee work group has finalized a campaign logo and plan for mass mailing. The letter is being finalized. It is an opportunity to promote the museum in general as much as raise funds for the bell.
- B. Museum Director Pielack presented a 2014 Year in Review report to the Museum Board detailing the museum's achievements in several strategic areas. The museum has made great strides in all areas. Board members were appreciative of the report and suggested it be shared with City Manager Joe Valentine, and possibly some of the content made available to the public on the website.
- C. Mr. Stern announced that after today's meeting he will no longer be able to serve on the Museum Board, as he has been appointed to the Cemetery Advisory Board and cannot serve on both. Mr. Dixon will check into whether this is possible, as he knows of individuals who serve on more than one committee/board. Mr. Stern said he would be happy to continue on the Museum Board if it would be possible.

New Business

- A. Director Pielack shared two upcoming awards available in the museum field that the museum might be eligible for in regards to the CREEM display and collection. The Nancy Hanks Award for Professional Excellence is available from the American Alliance of Museums, and requires the nomination be made by a board trustee. Mr. Dixon agreed to work with Director Pielack on this nomination with the approval of the Museum Board. The Leadership in History Award is offered through the American Association for State and Local History, and requires two supporting narratives from professionals in the field. Board members also supported exploring this opportunity.
- B. Mr. Dixon suggested that the January meeting would be a good time for the Museum Board to consider the year ahead, in the context of budget planning and the city's Long Range Planning process. Director Pielack shared the language of the museum mission, the vision statement, and the fundraising case statement. She encouraged Museum Board members to consider two or three areas they would like to see the museum focus on during 2015/2016, to be further explored at the January Museum Board meeting.

Miscellaneous Business and Communication

Mr. Stern identified several areas he wanted to call the Museum Board's attention to; interpretive planning, support of the Museum Director and city code's identification of the Museum Board's responsibilities, the need for good signage for the museum, and the importance of developing an interpretive plan and educational use of some artifacts.

Mr. Wilmot asked for clarification on the architectural plans for the Hill School Bell and how the funding amount of \$40,000 was derived; Mr. Dixon suggested that the cost estimates were provided by the architect and were probably now outdated.

Ms. Logue reminded everyone that they were invited to the Friends annual membership gathering on Thursday, December 11 at the DeWeese residence at 6:30 p.m.

Matters Not on the Agenda

Mr. Dixon suggested that if Museum Board members had items they wanted to be addressed on January's agenda, to contact Director Pielack. He would like the next agenda to reflect 1) next year's plan, 2) Mr. Gibbs' review/suggestions about the museum site, and 3) the Hunter House.

Mr. Dixon adjourned the meeting at 7:58 p.m.