

**ILLINOIS STATE MUSEUM  
BOARD MEETING  
March 27, 2017, 10:30 a.m.  
ISM – Research and Collections Center,  
1011 E. Ash St., Springfield, IL**

**MINUTES**

**Attending:** President Dr. Lorin Nevling, Board Members Dr. George Rabb, Mrs. Donna Sack, Ms. Beth Shadur, Dr. David Sokol, Mr. Roger Taylor, Mrs. Rosemary Winters; ISMS Board President Mrs. Sandy Bauer; Staff Members Interim Director Dr. Michael Wiant, Assistant Curator of Education Mrs. Elizabeth Bazan, Interim Director of Visitor Services Ms. Karen Everingham, Interim Director of Facilities Ms. Linda Kloppe, Curator of Zoology Dr. Meredith Mahoney, Interim Director of Art & History Mr. Robert Sill, Human Resources and Fiscal Liaison Mrs. Tammy Wheeler; Department of Natural Resources representative Mr. Chris Young.

**1. Call to Order**

Dr. Lorin Nevling called the meeting to order at 10:32 a.m.

**2. Roll Call**

The roll call was completed and a quorum was present.

**3. Approval of the Minutes of the December 12, 2016, Board Meeting**

Dr. Lorin Nevling asked for a motion to approve the minutes. Mrs. Donna Sack so moved, Dr. David Sokol seconded, and the motion carried.

Dr. Nevling congratulated Mr. Brian Anderson, Ms. Beth Shadur, and Mr. Roger Taylor on their one-year reappointment to the Museum board. He noted that state government turmoil continues but we will push forward regardless.

**4. DNR Report**

Mr. Chris Young reported that the Department of Natural Resources (DNR) has asked for its budget in a lump sum which allows for more flexibility to move funds around in case of shortages. He said that the department break-outs are not in the budget book as a result, but passed out the internal figures for each department. He noted that meetings were being held with department heads regarding hiring and he expects hiring to be opened April 1. He said that the General Assembly must approve the budget and then must be signed by the Governor. Mrs. Donna Sack asked what the previous budget was for the Museum. Ms. Karen Everingham said it was about 6.5 million. Mr. Young noted that the closures of the Chicago and southern Illinois facilities are also accounted for in this figure and Dr. Michael Wiant noted that it reflects a reduction in head count by about fifteen staff. Mrs. Sack asked about any impacts of the merger of the Historic Preservation Agency (HPA) with DNR. Mr. Young said he has very little information on this. He said the HPA is going under Lands Management and that he didn't anticipate any competition for resources with the Museum. Mrs. Sack asked if there would be a sharing of resources and staff given the over-lap of the missions. Mr. Young said he didn't have any concrete information on that now. Dr. Wiant noted there are many points of intersection between the HPA and the Museum. Dr. George Rabb inquired as to the nature and recipient of the \$1.3 million earmarked for facilities fees. Dr. Wiant said the fees are to Central Management Services which manages the Resource and Collections Center as well as Dickson Mounds. He added that the Secretary of State manages the ISM building, but charges no fees.

**5. Director's Report**

**a. Re-accreditation**

Dr. Nevling announced that the two American Alliance of Museums accreditation team members had been selected. He noted that the Museum had no influence over the selections. He added that he thinks our challenges with the accreditation will be staffing and the budget—two things that are outside of our control. He said we will either meet the criteria or we won't, but we will put our best face forward. Dr. Wiant reported

the two are Mr. James Gilson, retired from the Natural History Museum of Los Angeles County, and Dr. Mark Toulos of the Mississippi Art & Entertainment Experience. Both are also attorneys. He said we will coordinate dates with them, sometime between July 15 and August 30. The Illinois State Museum Society supported the accreditation process in the amount of \$3,000 for the application fee. We may need to go to them for the travel and miscellaneous expenses of the accreditation team visit. Dr. Wiant stated that Alice Tipman, the chair of the AAM Accreditation Committee had asked twelve additional questions on the Museum's submitted documents. Those responses are due April 24. The visit is tentatively planned for two days to see sites and answer any questions.

#### **b. Position Postings**

Dr. Wiant noted that the Museum received numerous applications for the first five position postings. Members of the hiring committees are evaluating applications to determine which will be asked for an interview. He noted a second list of critical hires is underway and will be ready to implement once the hiring freeze is lifted.

#### **c. Equipment and Collections Audit**

Dr. Wiant reported that the audits were successful. The staff found every specimen or piece of equipment requested by the auditors. He said the collections had been combined into a single database program and we were able to show that items were both in the correct locations and were also in the database.

#### **d. Attendance**

Dr. Wiant stated that in today's world virtual contacts are more and more common and those should be taken into account when evaluating the Museum's performance. He said we need to begin including online contacts via social media, email, and other venues with our monthly website numbers. We also need to track the number of persons viewing our artifacts at other sites. For example, most of the artifacts on view at Cahokia Mounds State Historic Site are from the Museum's collections. That facility sees well over 300,000 visitors per year. Mrs. Sack asked for more detail on the Museum's attendance. Dr. Wiant said we have the data and will provide it. Mrs. Sack asked if the Museum tracked website traffic and visiting researchers. Ms. Everingham noted that the Museum does track these things as well as outreach attendance at off-site programs and lectures. Mrs. Sack asked that that information be presented to the Board moving forward. Ms. Beth Shadur asked why the estimates from previous years were so much larger than the current year. Dr. Wiant noted that in the past attendance was tracked by a door monitor, now each individual who enters the Museum is issued a ticket and counted. Ms. Everingham added that a formula was applied to the door counter numbers to account for entering and leaving the Museum as well as staff members in the building. She said that method has obvious flaws and should no longer be an issue. Dr. Wiant noted that car data as captured by the road counter is calculated at 3.5 people per car when in reality its closer to 2 people per car. Mr. Young added that that type of data collection is not highly accurate but demonstrates trends.

#### **e. Visitor Parking**

Dr. Wiant noted that parking has been an issue since the Museum opened. He said there was a comment on Facebook from a visitor noting that she and her family could not visit the Museum because they couldn't find a parking space. He added that he had drafted a proposal for the Secretary of State to acquire a small section of the state employee lot next to the Museum. He added he was not confident this would be given. The second option is to press for a city/state partnership to acquire or lease the empty lots across the street from the Museum. He said the Springfield Mayor values tourism and its impact on the city and that the time is right to push this forward. A proposal is also underway for that. He added that without a dedicated parking area the Museum attendance will never be what it could be.

#### **f. Clayville Collection**

Dr. Wiant reported that the letter to deny the Clayville deaccession request had been sent and that shortly thereafter Representatives Sara Jimenez and Tim Butler requested a visit to view the objects. He noted that all the Clayville objects were marked and visible, and that the Representatives were given a document detailing the collections. The predominate question from Representative Jimenez was regarding public use and access. Dr. Wiant noted that both Representatives are on the Museums, Arts, & Cultural Enhancement Committee and that Ms. Everingham is monitoring its activities.

#### **g. 140<sup>th</sup> Anniversary of the Museum**

Dr. Wiant reported that this year marks the 140<sup>th</sup> anniversary of the Museum. He said we are putting together an issue of *The Living Museum* to highlight this and we've begun collecting historical data and documents related to our history. The project is predicated on the budget, but we are also exploring the development of a digital version if funds are unavailable.

#### **h. U.S. Army Corps of Engineers Regional Curation Centers**

Dr. Wiant said he had met with the head of the Mandatory Center of Expertise of Archaeological Collections Mr. Michael Trimble. The Corp is considering the possibility of establishing regional repositories. Currently the Museum houses the collections from the St. Louis, Rock Island, and Chicago districts and receives funding to do so. He said the Museum has been a model for other repositories across the country and serving as a regional repository would further add to the distinction of this institution. In the long run, the Center is looking at creating a separate facility to house collections and the parking lot of the Research and Collections Center is under consideration. Mr. Trimble is working hard to move this proposal forward.

#### **i. DNR Office for the Museum Director**

Dr. Wiant proposed that an office for the Museum Director be established at the DNR headquarters. He noted that it would not be an exclusive or everyday office, but a place where bridges can be built with DNR office directors and staff. He said the existing bridges have been enormously helpful to this institution, and it would be beneficial to interact with other DNR office directors. He added a presence there would raise the Museum profile among the rank and file as well. He added that within DNR the Museum is anomalous in that we are code exempt. A presence there might encourage DNR staff to become more aware and engaged with Museum processes and practices. He said with the Board's approval he would like to explore the possibility. Dr. Nevling said it was a great idea and that it should be pursued.

Dr. Wiant finished by sharing an article on the Museum in the *Illinois Times*. Ms. Everingham noted the article was included in the press clips that were sent to the Board prior to the meeting.

### **6. Metropolitan Outreach Work Group**

Dr. Sokol reported that since the last meeting of the Board, the lack of a budget and our inability to put anything on the table has hindered our ability to move forward. He added that the work group was in agreement on pursuing a partnership with the Chicago Cultural Center. It would be a great location with considerable foot traffic. He said the conversation with the State Street Gallery moved towards doing something with Illinois artisans. Ms. Beth Shadur noted that work was already underway to produce an exhibition with Illinois artisans. Contacts were being made with former artisans to determine their availability for an exhibition next year. She added that with the lay-offs of the Chicago staff the process is further hindered. Dr. Wiant said he had received some great feedback regarding the Chicago Cultural Center opportunity and would be re-drafting a letter to try to move the idea forward. Interim Director of Art & History Robert Sill noted that the Chicago Cultural Center had approached the Museum in the past to discuss more art programming in that facility and that the partnership could be very synergistic.

Dr. Wiant said he had also discussed the possibility of a partnership with the Southern Illinois University Museum at Carbondale with the retired director. He suggested a Museum curator become a part of that enterprise to continue some semblance of the Museum's presence in southern Illinois. The partnership would provide an immediate facility for the Museum and a staff person for the University. Mrs. Sack cautioned that the Museum not engage in too many new ideas until we have a strong core and a sense of what the Museum looks like moving forward.

### **7. Director Search Timeline**

Mr. Roger Taylor reported that the sub-committee had met and mapped out a timeline/process for the Director search. He presented and distributed a flow-chart that was developed by Dr. Nevling outlining the process. The document indicates initial inquiries will go to Mrs. Tammy Wheeler, applications would then be evaluated for further consideration, and those not considered would be contacted by Mrs. Wheeler. The others would go to the committee to rank, references would be checked, and those to be interviewed would be selected and then invited to Springfield to interview and tour facilities. The committee would evaluate

candidates based on documents and interviews and recommend the top two or three candidates to DNR. The interview process could be subject to the open meetings act and may require the Board to follow meeting procedures when conducting the interviews. Dr. Sokol suggested the initial screening should be conducted by a Board member. Mrs. Sack indicated that she agreed with Dr. Sokol on this point. Mr. Taylor said he proposed a staff member handle this to weed out those applications that do not meet the most basic requirements. Mrs. Wheeler said a check-list was to be developed for the staff to use. Mrs. Sack said what concerned her were the nuances between educational requirements and equivalent experience. She said she felt a different perspective would be needed. Mr. Taylor said he had no objection to the change and asked Mrs. Sack if she would like to evaluate the initial applications. Mrs. Sack agreed. Dr. Sokol asked when background checks are done. Mrs. Wheeler said those are not done until a hiring selection is made. Dr. Sokol suggested it would be worthwhile to have those completed prior to bringing candidates to Springfield. Mr. Taylor suggested that the risks of waiting are minimal and that the usual Museum practice be followed.

The Board adjourned for lunch at 12:02 p.m. and resumed the meeting at 12:34 p.m.

### **8. Naming the Collection of the ISM**

Dr. Wiant proposed that the collection of the Museum's 13.5 million objects be given an official name to give it identity and to give the public a general idea of what the collection contains. He suggested the Board name the collection the Illinois Heritage Collection. The name is for the entire collection, but doesn't replace the departmental distinctions. The Board discussed the proposal at length. Mrs. Sack loved the idea but, suggested a slight change to the name by replacing Heritage with Legacy. She noted that Minnesota, in planning its tax levy proposal, researched the word heritage versus legacy and found that legacy was the preferred term. The public tended to view the word legacy as positive preservation for the future as opposed to the past. Ms. Everingham noted that she had previously sent information on the Minnesota Clean Water and Legacy amendment to the Board as part of the research on other state history and cultural institutions. Dr. Wiant welcomed the change. Mrs. Sack moved to name the collection of the Museum the Illinois Legacy Collection, Dr. George Rabb seconded, and the motion carried.

### **9. Staff Emeritus Appointment and Resolution**

Dr. Wiant asked Ms. Everingham to present the resolution, emeritus and adjunct status requests for the Board's approval. Ms. Everingham read the resolution of appreciation and requested Emeritus status for retiring Curator of Art Ms. Jane Stevens. Dr. Sokol moved to approve the resolution and appointments, Ms. Shadur seconded, and the motion carried. Dr. Nevlng emphasized the deep appreciation the Board has for the work of Ms. Stevens and Mr. Douglas Stapleton.

### **10. Illinois State Museum Society Report**

Mrs. Sandy Bauer reported that the Museum Society Board has been working diligently in the areas of finance, membership, and Bylaws revision. She noted the membership committee has worked with Dr. Wiant on the new membership levels as well as the membership drive which commenced on December 1, 2016. Dr. Wiant noted that membership drive had increased membership from around 600 to 802, and brought in around \$50,000. Mrs. Bauer added that the by-laws committee would be meeting the first week of April. She concluded by noting the Society Board has two vacancies currently.

Dr. Rabb said that it would be desirable for the Society to employ a development director to address additional fundraising, particularly in light of the current state budget stalemate. He suggested that position would ideally be stationed in Chicago where most corporate and foundational support would come. He added that he thought the fact that the Museum had brought in more than 2 million in grant support should be something that is promoted and acknowledged. Dr. Nevlng agreed a development director should be in the Chicago area. Dr. Sokol commended the staff on their exceptional efforts in working with Springfield area sponsors, but also noted that most grantors and foundations are based in Chicago and the Museum needs a presence there. Ms. Shadur noted that there are resources in Chicago that are free to assist with development. She added there is one in particular that is focused on the arts and will provide a person to work with the non-profit. She said she would look into the details for Mrs. Bauer.

**11. Old Business**

Dr. Nevling reported there is still a vacancy on the Museum Board that needs to be filled. Dr. Wiant noted that Mr. Corelli, a contact of Mrs. Winters, has submitted a resume for consideration for the vacancy. Mrs. Winters said the Mr. Corelli works for Citgo Corporation, is very engaged in the community and is an excellent public speaker who is well respected.

**12. New Business**

Dr. Nevling asked the Board for a motion to move to executive session to discuss critical hires. Dr. Wiant asked staff members to depart and thanked them for their extraordinary efforts on behalf of the Museum. Mrs. Winters made a motion to go into executive session, Roger Taylor seconded the motion and the motion carried. The Board moved to executive session at 1:11 p.m. and returned to regular session at 2:20 p.m.

**13. Adjournment**

Dr. Nevling reminded the Board the next meeting would be June 12<sup>th</sup> at 10:30 a.m. at Dickson Mounds. Dr. Sokol moved to adjourn the meeting and the meeting adjourned at 2:24 p.m.

Approved:

_____	_____
Dr. Lorin Nevling, Chair	Date

_____	_____
Dr. Brian Anderson, Secretary	Date