

**Illinois State Museum
Board of Directors Meeting
Meeting Minutes
September 12, 2016
Research & Collections Center**

Attending: Chairman Dr. Lorin Nevling, Vice Chairman Leo Welch, Secretary Dr. Brian Anderson; and Board Members Dr. George Rabb, Mrs. Donna Sack, Dr. David Sokol, Mr. Roger Taylor, Mrs. Rosemary Winters; Society Board Representative Mrs. Susan White, Museum Interim Director Dr. Michael Wiant, and Executive Assistant to the Director Ms. Karen Everingham; Department of Natural Resources (DNR) Chief of Staff Mr. Jason Heffley, Communications Director Mr. Chris Young, and Ethics Officer Mr. George Sisk. Board Member Beth Shadur participated by phone.

1. Call to Order

Dr. Lorin Nevling called the meeting to order at 10:32 a.m. and asked for a motion to allow Beth Shadur to participate by phone. Mrs. Rosemary Winter moved to allow her participation; Dr. George Rabb seconded, and the motion carried.

2. Remembrance of Mary Ann MacLean

Dr. Rabb noted that the Museum lost a dear friend in Mary Ann MacLean at the age of 73 on August 18th. He said that he, former Board Member Mary Jo Potter, and Directors Emeritus Dr. Bonnie W. Styles and Dr. Bruce McMillan attended her visitation service and offered condolences on behalf of the Museum. He offered the following statement on the passing of former Museum board member, benefactor, and friend Mary Ann MacLean.

“Mary Ann MacLean was a woman who cared deeply. She was a devoted mother and wife as well as a good friend to many. But it was the ways she strove to change her community and our society that she made her widest impact.

Her positive spirit, ready smile, and spectacular hats—we mustn’t forget her hats—signaled that this was a woman ready to take on whatever challenge lay ahead. She was involved with so many worthwhile civic organizations—from her work here with the State Museum to the Chicago Zoological Society, the Chicago Symphony, the Illinois State Board of Education, and the Chicago Botanic Garden, among others. Her work lay in making life better, richer, stronger.

There is no question that she made our Museum better, richer, and stronger. The Mary Ann MacLean Play Museum and accompanying Resource Center, will stand as a tribute to a woman who valued caring for all our citizens, including our youngest.

Mary Ann gave of herself generously and with an open heart, and with an elegant and delightful spirit that we will all miss. We were fortunate to have her among us and are deeply saddened by her loss.”

3. Approval of the Minutes of the June 13, 2016, Board Meeting

Dr. Nevling asked for a motion to approve the minutes of the June 13 meeting. Dr. David Sokol moved to approve the minutes; Vice Chairman Leo Welch seconded the motion, and the motion carried.

Mr. Jason Heffley joined the meeting and reported that the Lockport Gallery would re-open on September 24, 2016. He expressed thanks to Board member Rosemary Winters and the city of Lockport for their work on the agreement that allows the facility to reopen. He said the agreement with the City of Lockport, the Illinois State Museum, and the Illinois State Museum Society allows for a sustainable operation of the Gallery by

sharing expenses. The Society may also add a Lockport area citizen to its board to promote brand recognition, membership and development in northeastern Illinois. Mr. Heffley noted that work to find a similar agreement for the Chicago Gallery continues. Dr. Sokol noted he and his committee along with staff members continue to seek out partnerships. Mr. Heffley said he would be happy to make an argument for a new partnership.

4. Metropolitan Outreach Committee Report

Dr. Sokol reported that he had a meeting with the Executive Director of the Illinois Humanities Council to explore partnerships and collaboration. He said he and Beth Shadur also had engaged in conversations with the Robert Morris Gallery downtown. He said it wasn't ideal in terms of environmental controls, but that they had a number of resources to bring to the table including staff, student volunteers and space. Ms. Beth Shadur noted that the space isn't an ideal gallery space as it has large glass walls and includes a student lounge in the area. She said she didn't feel it is an appropriate long-term space, but could serve as an interim one. Dr. Sokol agreed and pointed out that the space could also host an Illinois Artisans exhibition. Dr. Rabb asked if weekend hours would be a possibility at the facility. Dr. Sokol said Saturday would be possible. The Board discussed possible collaborations and a traveling component to provide outreach to the collar counties. Mrs. Donna Sack suggested that a more untraditional model be considered, but that we should consider the Robert Morris Gallery strongly because of its location. Dr. Michael Wiant noted that Curator Robert Sill suggested exploring partnerships with different galleries across the state to share the Museum's art collection with a larger audience. Dr. Wiant said he and Sill would put the idea to paper and submit to the Board for their consideration. Dr. Sokol noted he was aware of numerous galleries and artist spaces that might be suitable to host a Museum art exhibition. He said we should continue to explore all these ideas, but we need to stay focused. Dr. Nevling said he felt a traveling exhibition program was worth exploring. Dr. Sokol said traveling exhibitions might include non-art objects as well. Beth pointed out considerations of transportation and insurance and other expenses need to be considered. Mrs. Sack noted that there are a lot of models we can look at.

5. DNR Report

Mr. Chris Young offered a written report which was distributed to the members.

6. Revolving Door Policy Paperwork

Mr. George Sisk, ethics officer at the Department of Natural Resources, gave an overview of compliance issues as they relate to state boards with regard to revolving door policy with regard to state ethics standards. He said that because the Board members must be confirmed by the Senate members are required to be personally notified of their responsibility to comply with the policy. The forms were distributed to the Board for completion and were to be returned to Mr. Sisk. Mr. Sisk noted that new Board members needed to complete the ethics training as soon as possible. Dr. Nevling asked for information on the Open Meetings Act. Mr. Sisk answered various questions on how boards operate and how committees conduct business. He noted that all meetings must be posted ten days prior to meetings, they must meet in a public place, and minutes must be recorded. He added that committees must meet the same standards as the overall Board and communications are broadly defined. He agreed to provide additional information to the Board via email.

7. ISMS Report

Dr. Brian Anderson reported that the Society board elected their members for 2016 confirming David Steward and Lisa Weitzel for their second terms and Mark Pence and Gwen Peebles for their first term. The Officers elected were Chair Sandy Bauer, Vice Chair David Steward, Treasurer Maureen Bluhm, and Secretary Mallory O'Brien. He said it was clear that in the transition from staff handling a variety of tasks to the board taking on some aspects of operations seems to be moving forward and they are doing a good job. Dr. Anderson said he highlighted the search for a new Museum director. He said the board is made up of some dedicated folks. He added that the Society Board also thanked outgoing members including Trustees Mary Alice Davis and Mike Perino as well as outgoing board members Greg Birky and Mark Steger. Mrs. Susan White said the Society Board hopes to align its goals with those of the Museum Board.

The group took a brief break and returned to the table at 11:57 a.m. Dr. Nevling asked for a motion to change the Metropolitan Outreach Committee to the Metropolitan Outreach Working Group. Mrs. Sack made the motion; Mr. Welch seconded, and the motion carried.

8. Interim Director's Report

Dr. Wiant read his written report to the Board. He began with expressing his appreciation. First, and foremost, to the Museum staff, all of whom have worked tirelessly to ensure that we satisfy casual visitors and committed scholars. From collecting admission fees to completing a loan form, from encouraging State Fair visitors to explore to building new on-line resources, and from day-to-day operation of the Museum and Museum Society to oversight of custodial contracts, every member of the staff continues to contribute to the well-being of the Museum and the public. He also thanked volunteers who work with our collection, serve as docents in the exhibit galleries, and monitor unbridled imagination in the Mary Ann MacLean Play Museum. Finally, he thanked both the Museum Board and the Museum Society Board for their leadership and guidance; and the Department of Natural Resources for everything done to rejuvenate the Illinois State Museum.

He asked Board members to review the Activity Reports for a detailed chronicle of accomplishments and on-going work.

Dr. Wiant said the Department of Natural Resources has committed their resources to assist us with emergency hiring and personal service contracts to retain much needed assistance with front-line responsibilities. He added we have submitted information on the first five critical positions in visitor services, education, anthropology, art, and the library and hope to expedite the hiring process. He added two employees have or soon will retire: Kim Dunnigan, the administrative assistant to the Dickson Mounds Director, and Doug Carr, the Museum's photographer.

He said we're pleased with the public's response to our opening events, and as is the case with every museum, we're deploying our suite of resources to grow our audience. As of yesterday, 8,638 persons have attended the Illinois State Museum and ticket sales have grossed \$15,315. Please recall that the cost of the ticketing system will be debited from this account.

He added that per the requirements of the National Science Foundation (NSF) Indirect Cost proposal, the Museum forwarded the requested documents to the NSF on May 20. Receipt of the documents has been acknowledged and analysis is proceeding.

Dr. Wiant noted that we have requested the American Alliance of Museum's Accreditation Commission to reconsider the deadline for our self-study, and I have asked the Commission if I may attend their October meeting for the purpose of addressing any questions that may arise from our petition.

He said in his role as Executive Secretary of the Museum Society, he has attended meetings of the membership, finance, and by-laws committees, each of which is taking this extraordinary opportunity to grow and strengthen the organization.

Dr. Wiant said we were recently approached by a private citizen to utilize the Museum for an event. He said there was an existing policy draft that Ms. Karen Everingham had prepared and it was forwarded to the Department of Natural Resources for comment. We have a draft ready and at some point will approach the Joint Committee on Administrative Rules to codify the procedures and assign the income from facility rental to the Museum's account that currently holds ticket revenue. Mrs. Sack asked if the Museum had had a rental program prior. Ms. Everingham stated that in the past space was reserved for groups upon request and at the approval of the Museum Director, but no fees were charged.

Dr. Wiant put forth a document proposing temporary assignments for staff members who been working above and beyond their current positions and have risen to a level of responsibility for significant portions of the operations within the Museum. He provided the following list of staff members with suggested temporary assignments.

Paul Countryman to Interim Director of Exhibits, Section Head I
Linda Kloppe to Interim Superintendent of Facilities, Section Head I
Robert Sill to Interim Director of Art and History, Section Head I
Karen Everingham to Interim Director of Visitor Services, Section Head I

Dr. Sokol asked if the employees would continue to be protected by the union. Dr. Wiant assured him that they would remain in the union. He asked that Dr. Rabb, his committee, and the Board consider the appointments as put forth. Dr. Nevling asked for a motion to approve the appointments. Mr. Welch made the motion; Mrs. Rosemary Winters seconded the motion. There was a brief discussion after which Dr. Nevling called the question and the motion was unanimously approved.

Dr. Wiant detailed the request for the return of various objects that were once housed at the Clayville Historic Site by that organization's board. He said that to return the objects that were legitimately acquired by the Museum would set a dangerous precedent and he hoped the board would see fit to deny the request. However, he suggested the Museum might do an exhibit in partnership with Clayville to highlight the objects and, thereby appease the group. Mr. Welch moved to deny the request, and Mr. Roger Taylor seconded the motion. The group discussed the request at length including clarification of the process under which the materials came to the Museum originally and that denial of the request, in terms of the letter and the message to the public, should serve to educate the group and the public as to the Board's standards and reasoning for the denial. Dr. Nevling called the question, and the Board approved the motion to deny the request.

Dr. Sokol asked when the Museum's accreditation was due to be renewed. Ms. Everingham noted that the Museum's original accreditation was good through 2022. Dr. Wiant added that the recent request for a self-study is due to our probationary status and is due in February of 2017.

Dr. Wiant reported that the Museum Society had received a generous gift of \$48,000 from the estate of Mary Elizabeth Becker, who passed in June. The funds will be placed in the Society's permanent endowment and the interest from that will support education programs. He added that an area in the lobby will be dedicated to their donation and other donors.

9. Personnel Committee Report

Dr. Nevling noted that the Board and the search committee will have a learning curve as we begin the search for a new director. Dr. Wiant reported that the process allows for the Board to prepare, circulate, and finalize the director position description, to advertise the position opening, select candidates for interview and, based on those interviews, make a recommendation to the IDNR Director. Dr. Nevling reported that in spite of some uncertainty, IDNR records indicate the director's position is Rutan exempt. He said Rutan interviews are designed to preclude selection of a candidate based on any political affiliation. He said the Rutan interview process is very strict, and, as members of the Museum's board, no board members could be part of the interview or hiring process. Positions that are exempt from this process allow for much greater flexibility in terms of the interview process and the final selection. Dr. Nevling recommended that we accept the determination of the IDNR and move forward with the search as a Rutan exempt position. Dr. Sokol noted that he had been involved in hiring where the best candidate was not selected because they didn't have the overall cumulative points. The Board agreed with Dr. Nevling's recommendation.

Dr. Nevling asked the Board for their thoughts and recommendations regarding the duties and qualifications for the position as laid out in the description document. Dr. Sokol said he was pleased to see there was not an absolute requirement for a PhD. Mrs. Sack agreed noting a PhD requirement might disqualify a very capable candidate. Mrs. Winters said she hoped that the Museum would maintain its historic level of excellence in its research and exhibitions. Mrs. Sack agreed with the importance of research and affirmed her support for the duty of the new director to provide leadership to the Boards and staff, to envision and achieve a new strategic direction for the Museum system. Dr. Nevling noted that the new director should select a deputy who has the rest of the skills needed to oversee the research functions. The Board confirmed their support for the general duties and qualifications as presented. Dr. Sokol suggested that Dr. Wiant finalize the language of the position description and qualifications and submit to Dr. Rabb and the Personnel Committee. Dr. Nevling also

suggested that submissions come electronically. All agreed with that proposal. Dr. Sokol moved to have Dr. Wiant finalize the position description and submit to Dr. Rabb; Mrs. Sack seconded and the motion carried.

10. Old Business

None

11. New Business

Dr. Wiant introduced the staff resolutions for Doug Carr, Kim Dunnigan, and Mary Hughes. Mr. Roger Taylor made a motion to approve the resolutions; Beth Shadur seconded, and the motion carried.

Dr. Nevling noted that he wanted to activate the Board's Executive Committee to address any issues that arise in between meetings.

12. Adjourn

Dr. Sokol moved to adjourn the meeting. The meeting was adjourned at 2:06 p.m.

Approved:

Dr. Lorin Nevling, Chair

Date

Dr. Brian Anderson, Secretary

Date