

**NAPER SETTLEMENT MUSEUM BOARD
MINUTES
Monday, December 14, 2009, 8:00 a.m.**

Approved at 3/22/10 NSMB meeting

Members Present: Chris Birck, Kim Brown, Dave Kelsch, Mayor George Pradel, Kyle Todd and student representatives, Brian Failing and Taisia Karaseva

Members Absent: Steve Adams, Kitty Murphy, Kevin Picket, Councilman Grant Wehrli

Staff Present: John Buckley, Joleen Dimond, Dan DiSanto, Peggy Frank, Debbie Grinnell

The meeting was called to order at 8:11 a.m. at the conference room in the DPW facility.

The board reviewed and approved the minutes as presented from the previous meeting. Motion made by Dave Kelsch, seconded by Chris Birck

Budget Presentation:

The Mayor rearranged the agenda and opened the discussion with the Naper Settlement budget. Joleen Dimond and Peggy Frank presented the proposed FY11 budget that has been submitted to City staff and City Council. This is due to the timing of the Board meetings and the needs of the City. The Settlement staff created a budget that is 8% lower than the FY10 budget in response to the direction from City Council. Changes for FY11 include a 30% reduction in subscriptions and dues and a 50% reduction in training and conferences, no merit increases in salaries, no high performer bonus pool and shifting the museum to a 4-day work week. The staff is projecting FY12 to be financially tighter than FY11, with anticipated growth beginning in FY13.

Part of Naper Settlement's strategy for FY11 and FY12 is to build the fund balance in FY10 to carry into the next two fiscal years.

Peggy Frank presented the CIP request covering FY11 through FY15. Significant changes from previous years include pushing the fire panel upgrade into FY12. The staff has secured grant funding to offset the costs of the roadway engineering and anticipate that request being lowered for FY11. Staff also hopes to lower the CIP request to install the new roadways in FY12 through grant funding from the state and county.

The board reviewed and approved the proposed budget and CIP for FY11. Motion made by Chris Birck, seconded by Dave Kelsch.

FY10 Financials

Joleen Dimond presented the FY10 financials through October, 2009. Naper Settlement is ahead of plan, principally due to savings in the Salary/Benefits line in part to outsourcing a Facilities position and the hiring freeze which extends through FY11. Revenue areas that are not on target for the Settlement are weddings, rentals and grant receivables. Beginning in November, wedding rates increased to \$1,000 for prime timeslots. This is projected to be a significant increase in

revenue and should put that line back on target. So far, there has been no backlash due to the price increase.

The board approved the FY10 financials as presented. Motion made by Chris Birck, seconded by Dave Kelsch.

Preservation Commission

Peggy Frank thanked the Mayor for his efforts on rejuvenating the Preservation Commission. The initial meeting was successful and the Commissioners are excited about their roles. The City staff has done a great job working with the Commissioners as well. The Preservation Commission is hosting a meet and greet before its meeting at 6 p.m. on January 28. Everyone is welcomed and encouraged to attend.

Joe Naper Homestead

Dan DiSanto updated the board on the current standing of the Joe Naper Homestead. The City Council approved the design, but withheld a decision regarding funding the project until the SECA workshop. City Council did authorize the committee to find the artists to create the sculptures for the park in order to be fully prepared once funding is secured.

The meeting ended at 9:00.

Notes prepared by John Buckley.