

NAPER SETTLEMENT MUSEUM BOARD

Monday, March 8, 2010, 8:00 a.m.

Approved at July 26, 2010 meeting

Members Present: Steve Adams, Chris Birck, Dave Kelsch, Kevin Picket, Kyle Todd, Councilman Grant Wehrli and Student Representative Brian Failing

Members Absent: Kimberly Brown, Kitty Murphy, Mayor George Pradel and student representative Taisia Karasev

Staff Present: John Buckley, Joleen Dimond, Dan DiSanto, Peggy Frank, Debbie Grinnell, Harriet Pistorio and Donna Sack

Grant Wehrli called the meeting to order at 8:09 a.m.

The minutes of the December 14, 2009 meeting were reviewed and it was noted that Kevin Picket's name was spelled incorrectly. A motion to approve the minutes, with the correction, was made by Dave Kelch and seconded by Kevin Picket. **MOTION PASSED.**

Joleen Dimond highlighted the Naper Settlement Operating Financial Report for the period ending January 31, 2010. Ms. Dimond noted that overall the results for the first nine months of the year were \$400,000 ahead of plan, despite the elimination of programming, including School's Out and Christmas Memories. This is in large part due to lower than originally planned expenditures, especially in the area of salaries; with a hiring freeze in effect, outsourced positions, and planned reductions in staff positions through departmental reorganizations. A motion to approve the financial report was made by Kevin Picket and seconded by Chris Birck. **MOTION PASSED.**

There were no comments or questions regarding the Executive Director's report.

As part of Old Business, Peggy Frank presented the FY11 Budget Summary and Revised CIP Request. Of special note was the additional grant support secured from Tellabs and Wight and Company, which reduced the request to the City in FY11 for roadway engineering. It was also noted that additional outside funding will be utilized for the roadway and storm water management projects. Grant Werhli stated his appreciation of the efforts to secure outside funding for this type of project support. Discussion ensued regarding the separate memo highlighting the Naperville Heritage Society's plan to delay implementation, by one year, of the increased employee contributions for insurance. The NHS Board came to this recommendation based on a number of factors including; Naper Settlement employees traditionally running a minimum of a year behind city compensation rates, the notable differences in employee benefits, and a desire to give staff more advance notice of this change. The implementation of the employees' contribution would increase 30% over three years beginning on 5/1/11. Naper Settlement's operational sustainability efforts were outlined by Peggy Frank and Harriet Pistorio, project leader. This project is an institution-wide effort to increase earned revenue, partnerships and volunteerism. The process is team based, with five cross-functional staff teams identified and charged with creative, innovative thinking in five core areas targeted for growth. New training tools are being utilized, with operational staff working together and the director

team serving as mentors to the team leaders. All staff are reading John Kotter's Our Iceberg is Melting.

Discussion then turned to the storm water management and roadway improvements project. Peggy Frank reported that at this time, Naper Settlement expects to receive approximately \$653,000 in support from the Illinois EPA 319 grant program. Now referring to the two projects as a single, stormwater site-wide management plan, Judy Biggert was supportive in efforts to secure \$485,000 in United States EPA support. As part of the DuPage County Water Quality Improvement Program, approximately \$180,000 will be awarded to the project. Joleen Dimond and Debbie Grinnell are receiving specialty training on procurement and reporting requirements to meet the EPA conditions and regulations. Attempts to partner the project with the Naperville Central High School storm water project has met with some challenges. The school award was to the lowest qualified bidder, which had Naper Settlement and the City as the highest cost for alternates, due to overtime issues related to the time in which to complete all components, if chosen, within the summer break. Discussion ensued on options for consideration to overcome these cost issues. Currently, the Settlement is looking at the best timing options for the onsite work occurring at the museum, which may take place in the Summer of 2010, Fall of 2010 or Summer 2011. Factors being considered are the impact on operations including earned income, large events and rentals, school programs and general public access. The project will present a dramatic change for the Settlement and will include rain gardens and new landscaping, along with many "green" initiatives.

In new business, Peggy Frank encouraged nominations to the Heritage Hall of Honor. Nominees should exhibit "over and above" volunteerism to the Naperville Heritage Society. Nominations can be sent to Terri Kostal.

A question arose from the previous meeting's discussion of the Preservation Commission. Debbie Grinnell updated the Board on pending legislation for tax credits as incentives for preservation improvements. Dave Kelsch encouraged the City to endorse and support these types of measures. Dan DiSanto noted that the City would base its support or opposition to pending legislation based on the legislative action plan.

Brian Failing was thanked for his time serving as a student representative and wished the best on his future endeavors.

The next meeting of the Board will be on Monday, June 28, 2010 at 8 A.M. in the Mayor's Conference Room.

At 9:01 A.M., Kevin Piket made a motion to adjourn the meeting, seconded by Kyle Todd.
MOTION PASSED.

Respectfully Submitted,

Donna Sack, Director of Visitor Services, Naper Settlement