

NAPER SETTLEMENT MUSEUM BOARD

Minutes

April 16, 2018

Members present: Councilman Paul Hinterlong, Kelly Meyer Douglas Bill Jeffries, Mary Ann Junkroski, John Koranda, Greg Waite

Members Absent: Mayor Steve Chirico, Len Monson, Sally Pentecost

Staff Present: Macarena Tamayo-Calabrese, Harriet Pistorio, Donna Sack, Marcie Schatz

1. Call to Order:

Councilman Hinterlong called the meeting to order at 8:09 a.m. in Room B of the Municipal Center.

2. Minutes:

The minutes of the previous meeting of December 8, 2017, were approved by a motion from Kelly Douglas, seconded by Bill Jeffries. Motion carried.

3. Financials:

Financials for the year ending December 31, 2017

Naper Settlement's preliminary operating revenue through December 2017 is over plan. School services and other rentals are over plan, while weddings are under plan. Salaries are under plan due to vacancies.

Kelly Douglas inquired as to why weddings were down. Harriet Pistorio noted that the trend for couples getting married is changing and many are opting to have the ceremony in the same location as the reception venue. Mary Ann Junkroski asked if having the hotel nearby helped. Pistorio explained that the Settlement works closely with Elements and Hotel Indigo, as well as other hotels and that we share leads.

The financial reports of ending December 31, 2017 were approved by a motion from Mary Ann Junkroski and seconded by Greg Waite. Motion carried.

4. Old Business:

Exhibit update

The *Come As You are* and the *ME=WE* exhibits are well on their way. The exhibits will be extended through October 2018 in part because a few of the colleges we work with, including North Central and DePaul University, have expressed interest in using the exhibits as part of their fall curriculum. We are planning an exhibit about Ron Poppel for the holiday season.

The learning experience group is also hosting the *Mexican Box Car Families* as part of the History Speaks Sunday programming. Naperville had boxcar families in the 1930's.

The curatorial team is moving forward with collecting 20th and 21st century oral histories. Among the focus are our educational institutions, their growth, and the people that played a

part. As subject matter experts, past superintendents Howie Crouse and Don Weber are spearheading this oral history program and are serving as the interviewers.

5. New Business

A. City Council & Naperville Heritage Society (NHS) Workshop

City Council has requested a workshop with NHS in an effort to better understand the partnership relationship and the efforts necessary to run the museum. They will be provided with an update, highlights of capital projects, and the contractual agreement that created the relationship. Leadership staff prepared informational binders for the meeting and are available to all NSMB board members.

B. 2018-19 Museum Evaluations

Naper Settlement is participating in a number of national museum evaluation initiatives including participating in the National Survey of Museum Goers, with results published later this year. As well, we are participating in the American Association for State and Local History's *Visitors Count!* survey program, which will identify the key drivers for the museum's visitors and will benchmark us with like museums. Also Included in the packet is the American Alliance of Museums' Museum & Public Opinion Report distributed to the museum field in February 2018.

6. General Information

Staff reported that it continues efforts to digitize portions of the collection so they are more readily available to our community. Staff briefly described the upcoming fundraising lunch to benefit the Agricultural Center later this month.

7. Adjournment:

The next meeting will be June 8, 2018, at 8:00 a.m. in the Mayor's Conference Room. The regular meeting was adjourned at 9:07 a.m. by a motion of Bill Jeffries, seconded by Paul Hinterlong. Motion carried.

Respectfully submitted,

Macarena Tamayo- Calabrese, President & CEO