



PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, December 13, 2021 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Kramer Rock, Tom Sieber, Todd Bartels, Cassandra Erickson, & Tom Friberg by phone
ALSO PRESENT: Kasha Huntowski, Kevin Cullen, and Beth Kowalski
EXCUSED: Alex Renard

CALL MEETING TO ORDER

1. Chair Kuehn called the meeting to order at 4:33PM.

2. **APPROVE/MODIFY AGENDA**

Motion made by Kramer Rock and seconded by Todd Bartels to approve the agenda.

3. **Museum Director Report.**

Budget Status and Update: Museum Director Kowalski provided the board updates on November admission revenue and the first two weeks of December. Admission revenue exceeded budgeted expectations for 2021. She shared with the board that the Foundation run Children Only Shop was able to be in person this year as well as offering patrons the option to shop virtually. Foundation Director Huntowski provided an update on the in person social event *A Night at the Museum* being held on Tuesday, December 14, 2021.

Education, Interpretation and Community Engagement: Museum Director Kowalski shared as a recipient of the ASTC *Communities for Immunity* grant, the Neville Public Museum delivered a traveling exhibit consisting of 5 banner stands to the ADRC, STEM Innovation Center, Central Library and Kress Library. She informed the board that she is working with the Airport staff to deliver their set.

Museum Director Kowalski shared that Public Health hosted a youth vaccination clinic at the Museum. She also thanked Public Health for being such a strong partner in the process of developing *Spectacular Science*.

Museum Director Kowalski shared with the board that she will not attend County Board on Wednesday, December 15, 2021 as she will be at the Museum working. The Green Bay Police Department and Alder Johnson are hosting a community public listening session on the recent increase in gun violence within the City and the Museum is the venue.

Museum Director Kowalski thanked Kramer Rock and Todd Bartels for accepting a new term on the Museum Governing Board.

4. **Such other matters as authorized by law:** Supervisor Cassandra Erickson officially thanked Deputy Director Kevin Cullen for his years of service to the Museum and to Brown County. The whole board wished Kevin good luck in his new endeavor.

Director Kowalski informed the board that with the departure of Kevin Cullen and the vacant Research Technician position she was actively working with Human Resources and Administration on a table of organization change to equalize role and responsibility; support staff better and create a succession plan. She shared that she hoped the change would appear in front of Education and Recreation in February.

The next scheduled meeting of the Neville Public Museum Governing Board will be January 10, 2022. 2022 meeting dates 2/14/22, 3/14/22, 4/11/22. Discussion ensued: no action taken.

5. Adjournment. Chair Kuehn, called the meeting to an end at 4:52PM. Motion made by Kramer Rock and seconded by Todd Bartels to approve.