

**NEVILLE PUBLIC MUSEUM**  
OF BROWN COUNTY



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**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, January 9, 2017 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

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PRESENT: Bernie Erickson, Erik Hoyer, Tom Sieber and Kramer Rock  
ALSO PRESENT: Kasha Huntowski, Kevin Cullen and Beth Lemke

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CALL MEETING TO ORDER

1. Vice Chairman Erickson called the meeting to order at 4:35PM.
2. APPROVE/MODIFY AGNEDA  
Motion made by Erik Hoyer and seconded by Kramer Rock to approve the agenda.  
Vote taken. MOTION APPROVED UNANIMOUSLY.
3. Museum Director Report. Museum Director Lemke updated the Board on the 2016 budget reflecting less revenue than projected and higher unpredicted benefits costs. The manner in which Brown County determines benefits for budget purposes is a blended approach. The museum is such a small department that any change in staffing or status of coverage has an unpredicted result. In addition to changes in coverage, the museum had significant casual payout thus the department will have a short fall despite savings in operational expenses. Museum Director Lemke shared that the 2017 anticipated revenue budgeted was more in alignment with the new three-year average and that she would be sharing this with staff so that the entire team understands the importance of all revenue lines and is working toward strategy to meet and exceed the budget.

Regarding the Visitor Experience and Architectural Exhibition Master Plan Museum Director Lemke shared with the board staff comments on the vendor work to date and plan the vendor had to address the comments to correct the design before any approval would be given. Both parties are committed to the creation of the best product possible and communicating daily on the project status with a revised project end date of the end of February 2017.

Museum Director Lemke shared a new program opportunity that the museum would be hosting called STEAM Engine with local artist Kent Hutchison. When final details are made, Museum Director Lemke will share with the Board to share with their personal network.

Discussion ensued; staff was asked about breaking out attendance by different methods, the possibility of streaming lecture programs and what opportunities may be available for advertising the museum at the airport. Museum Director Lemke shared that she would provide greater deal in building attendance by grouping or category at the February meeting.

4. Museum Deputy Director Report. Deputy Director Cullen shared logistics on the closing of *Through the Needle's Eye - 20th National Embroiderers' Guild Exhibit*, *EQUATE: Green Bay Public Schools Celebrating the Arts*, upcoming closing of *Holiday Memories of Downtown Green Bay*, and the instillation of *Green Bay Art Colony Inspirations from the Neville* and *Alice in Dairyland: Wisconsin's Agricultural Ambassador*. He also shared the collaborative process of gathering video interviews that are being used for the interpretive plan for *Estamos Aquí ("We are Here")* opening in May 2017.

Museum Director Lemke provided an update regarding the *Our Brown County* interpretive plan to engage Brown County Departments and numerous other local and cultural organizations as part of the planning process.

Museum Director Lemke shared upcoming reception dates and asked the Board to attend if possible.

Thursday, January 19, 2017 Member Reception  
Green Bay Art Colony Inspirations from the Neville

Saturday, January 28, 2017 public opening of  
*Alice in Dairyland: Wisconsin's Agricultural Ambassador*

Thursday, May 4, 2017 Member Reception  
*Estamos Aqui: Celebrating Latino Identity in Northeast Wisconsin*

Thursday, July 27, 2017 Member Reception  
*Neon: Darkness Electrified*

Thursday, September 14, 2017 Member Reception  
*Permian Monsters: Life before the Dinosaurs*

Discussion ensued; Vice Chairman Bernie Erickson recommended sharing press materials with Land Conservation Department, The Extension, the Wisconsin Counties Association and the smaller area newspapers for added promotion of *Alice in Dairyland*, no action taken.

5. Such other matters as authorized by law:  
Next meeting of the Neville Public Museum Governing Board will be Monday, February 13, 2017 at 4:30pm  
2017 meeting date are as follows:  
Monday, March 13, 2017  
Monday, April 10, 2017  
Monday, May 8, 2017  
Monday, June 12, 2017  
Monday, July 10, 2017  
Monday, August 14, 2017  
Monday, September 11, 2017  
Monday, October 9, 2017  
Monday, November 13, 2017  
Monday, December 11, 2017
6. Adjournment. Vice Chairman Erickson called the meeting to an end at 5:15 PM.