

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, July 10, 2017 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Bernie Erickson, Tom Sieber, Sandy Juno and Kramer Rock
ALSO PRESENT: Kasha Huntowski, Kevin Cullen, Ryan Swadley, James Peth and Beth Lemke

CALL MEETING TO ORDER

1. Chairman Kuehn called the meeting to order at 4:31PM.
2. **APPROVE/MODIFY AGNEDA**
Motion made by Bernie Erickson 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 second quarter attendance and revenue, which is on target based on projections. She told the board that she would continue to monitor and provide a more detailed update at the August meeting.

Museum Director Lemke informed the Board that in accordance with Task #5 of the 2018 Budget Workplan, the Museum's 2018 Budget CIP Request Form along with narrative and budget for the Visitor Experience and Architectural Exhibition Master Plan Museum for the Core Exhibition was submitted on May 4, 2017.

Museum Director Lemke provided board members a draft copy of the status of 2017 department goals and the new goals for 2018. She requested board members to review and let her know if they had suggestions or edits to the draft.

She also shared that during the remainder of 2017 the museum team would be working on writing the script for the core gallery interpretive plan with the expectation that the RFP will be awarded in 2018 and core gallery construction beginning in 2019.

Museum Director Lemke turned the floor over to Ryan Swadley, Museum Educator to share a recent grant award from the Bader Foundation for people with early- to mid-stage memory loss and their care partners.

Spark Program Update--What is Spark?

Spark is a Wisconsin-based museum program that serves people with early- to mid-stage memory loss and their care partners. It was developed in 2009 as a partnership between the Milwaukee Public Museum and Bader Philanthropies, Inc. Spark programs typically last about 60-90 minutes; there is some time for refreshments and socialization, an informal educational program, and time to explore at the end.

Spark at the Neville

Last November Ryan attended the annual Spark conference and in January 2017 he began the process of preparing to implement Spark here, including working with the NPM Foundation to secure funding from Bader Philanthropies. The grant was approved in May, and Ryan and James have been training in order to start Spark monthly programs in January 2019. The grant funds cover the cost of training, equipment and supplies,

marketing, and the admission fee for attendees during the first full year. In September, October, and November we will host three pilot Spark programs as a trial run.

Training

All staff at the museum are taking part in general training in order to help us become a dementia-friendly institution, including Purple Angel certification training on June 30. We will be hosting training with one of the founders of the Spark program in both 2017 and 2018. Ryan and James are shadowing Spark programs at the Civil War Museum in Kenosha, the Racine Art Museum, Milwaukee Public Museum, and the Building for Kids in Appleton. They are also attending Memory Cafes in Brown County, which are similar informal gatherings for this audience. Ryan and James will also attend the Spark conference in Milwaukee this year, and the Alzheimer's Association conference in Wisconsin Dells next year as well as the 2018 Spark conference (location TBD).

Marketing

The bulk of our Year Two funds from the Bader grant will go toward marketing, including print pieces and an ad with Wisconsin Public Radio. We will also be utilizing our county government contacts and our friends with the Memory Cafes to help us get the word out. We hope other stakeholders will do the same.

Beyond 2018

The Bader grant provides an admission subsidy for the pilot and first full year programs for care givers and receivers who are living at home. The hope is to find additional funding or waive the admission fee for attendees after the grant cycle is complete. Once the Spark is up and running we will provide programs for nursing home residents as a group visit upon request, but will charge the group rate as advised by Bader. The Spark conference is very affordable so Ryan and James will continue to attend in the future, and have even been asked about the possibility of the Neville hosting the conference in the future.

Who Else Does Spark?

Dane County

- Madison's Children Museum, Madison
- Wisconsin Historical Museum, Madison

Dodge County

- SPARK! of Dodge County, Beaver Dam/Juneau/Horicon

Kenosha County

- Civil War Museum, Kenosha
- Pringle Nature Center, Kenosha

Manitowoc County

- Rahr-West Art Museum, Manitowoc
- Marathon County
- Leigh Yawkey Woodson Art Museum, Wausau

Milwaukee County

- Jewish Museum Milwaukee, Milwaukee
- Milwaukee Public Museum, Milwaukee
- Schlitz Audubon Nature Center, Shorewood
- Saint John's on the Lake, Milwaukee

Outagamie County

- Building for Kids, Appleton
- Trout Museum of Art, Appleton

Racine County

- Racine Art Museum & Wustum Museum, Racine

Rock County

- Museums of Beloit College, Beloit

Sheboygan County

- Kohler Center for the Performing Arts, Sheboygan

Washington County

- Museum of Wisconsin Art, West Bend

Waukesha County

- SPARK! Artists in Residents (SPARK! AIR), Waukesha

MINNESOTA

- Minnesota Institute of the Arts, Minneapolis
- Minnesota Historical Society, St. Paul
- Minnesota Marine Art Museum, Winona

Discussion ensued; full support of the projects are to be noted. Museum Director Lemke reiterated that she would continue to provide ongoing detail in the coming months as the Brown County budget process takes place for 2018.

4. Museum Deputy Director Report. Deputy Director Cullen informed the Board about the logistics of the inbound shipping of *Permian Monsters: Life before the Dinosaurs*. He will work with Chairman Kuehn and Kramer Rock on securing a forklift for inbound and outbound installation.

Deputy Director Cullen provided a listing and explanation of the temporary exhibit plan and the main point of contact for logistics. A full list is included below.

Holiday Memories Mezzanine (Throughout Museum)

Point Person: James
Run Dates: 11/16/17-1/7/2018
Install Begins:
Strike Begins: 1/8/2018

GB Art Colony WPS

Point Person: Lisa
Run Dates: 2/9/2018-4/1/2018
Install Begins: 2/5/2018
Strike Begins: 4/2/2018

Exquisite Miniatures BM

Point Person: Kevin
Run Dates: 1/13/2018-3/25/2018
Install Begins: 1/5/2018
Strike Begins: 3/26/2018
Notes: Need to paint the gallery back from Neon- will need more than 5 days to do this and install (Lisa will get quote) Ryan has ideas for education components

Artisan Center (NWTC) Mezzanine

Point Person: Kevin
Run Dates: 3/17/2018-6/3/2018
Install Begins:

Strike Begins: 6/4/2018
Notes:

Artistic Discovery BM
Point Person: Beth
Run Dates: 4/7/2018-5/21/2018
Install Begins: 3/27/2018
Strike Begins: 5/22/2018
Notes:

Into the Arctic WPS
Point Person: Kevin
Run Dates: 4/14/2018-8/31/2018
Install Begins: 4/3/2018
Strike Begins: 9/1/2018
Notes: NPM Collection pieces

Our Brown County Walter
Point Person: Lisa
Run Dates: 5/29/2018-2/20
Install Begins: 5/4/2018
Strike Begins:
Notes:

Art Annual BM
Point Person: Kevin
Run Dates: 6/9/2018-7/29/2018
Install Begins: 6/5/2018
Strike Begins: 7/30/2018
Notes: Same process as last year- Lisa will go over Submittable with Kevin

- Such other matters as authorized by law: Foundation Director Huntowski shared with the board the opportunity to support the Neville Public Museum Foundation by downloading the free HuTerra App to your smartphone. Simply choose the Neville Public Museum Foundation under "My Fundraisers!" Every new download now through August 5, 2017 means a \$10 donation to support exhibits and programming at the Neville!



Next meeting of the Neville Public Museum Governing Board will be Monday, August 14, 2017 at 4:30pm

2017 meeting date are as follows:

Monday, September 11, 2017

Monday, October 9, 2017

Monday, November 13, 2017

Monday, December 11, 2017

6. Adjournment. Chairman Kuehn called the meeting to an end at 5:17PM. Motion made by Sandy Juno and seconded by Kramer Rock to approve. Vote taken. MOTION APPROVED UNANIMOUSLY.