

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, February 20, 2006, at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Bernie Erickson, Pat Evans, Kevin Kuehn, Charlie Schrock

EXCUSED: Kramer Rock, Duanne Swift

ALSO
PRESENT: Gene Umberger, Jill Champeau



1. CALL MEETING TO ORDER

Chairman Kevin Kuehn called the meeting to order at 4:36 p.m.

2. APPROVE/MODIFY AGENDA

Supervisor Bernie Erickson requested that the agenda be modified to have item #6 (Director's Report) come after item #3.

A MOTION WAS MADE BY BERNIE ERICKSON AND SECONDED BY KATHY JOHNSON TO APPROVE THE MODIFIED AGENDA. Vote taken. MOTION APPROVED UNANIMOUSLY.

3. APPROVE/MODIFY MINUTES OF DECEMBER 19, 2005

MOTION MADE BY KATHY JOHNSON AND SECONDED BY BERNIE ERICKSON TO APPROVE THE MINUTES. Vote taken. MOTION APPROVED UNANIMOUSLY.

4. DIRECTOR'S REPORT

Recently, Gene met with two representatives from RandmStudio, the creators of the NEW Zoo's website. There is a problem with the design of our current website, so Gene talked with Information Services, the Library, and Neil Anderson at the NEW Zoo to see what they are doing with their websites. Neil was very complimentary about this particular organization and encouraged Gene to contact them. Gene met with them a few weeks ago, and they are agreeing to re-design our website at a very minimal cost. They see this as very important and stated that, "The museum has become a pivotal institution in Northeast Wisconsin and beyond. The museum's commitment to art, history, and science will be a major driving force in the development of its new web presence. Our reward will be seeing your web presence become an outstanding community resource." They are concerned with getting this area up to par with the rest of the world and to show a better face for our area. They went through the program at NWTC and have been invited back to help redesign the course. Gene is very excited about this project and will be meeting in the next few weeks to get it going. Their intent will be to phase in the new design. Kevin Kuehn asked about the possibility of having an email notification sign up function built into the new design so that a person can be notified of new events and/or when the website has been updated. Gene will look into this and will also double check with staff to see where program information is currently being emailed.

Tony Rajer, from Green Bay, is producing a book entitled, *Museums, Zoos and Botanical Gardens of Wisconsin* which will be published by the University of Wisconsin Press. In the front of the book he will list 10 must see items, one of which will be the silver monstrance that is in our permanent exhibit at the Neville (on permanent loan from the Catholic Diocese). The monstrance was given to the mission in De Pere by Nicolas Perrot in 1686.

The search for Curator of Art is complete and Marilyn Stasiak will be taking over this position. She formerly served as the NPM Corporation's Development and Public Relations Officer. Gene looks at this as an opportunity to broaden the art program beyond just exhibits. Marilyn is currently teaching a studio arts course at St. Norbert College.

Gene distributed the 2005 results from the museum visitor satisfaction surveys, along with the latest bookmarks for the exhibit schedule and a Natural History Lecture Series. Supervisor Evans raised a concern over the fact that 55% of the respondents checked not applicable for programs. This is due to the fact that most of the surveys are handed out to visitors who are here only to see the exhibits. He had another concern about 38% of people not using the gift shop and about the number of people not finding their way in the museum. Gene said that this applies primarily to the permanent exhibit and the way it is designed. Renovation of the permanent exhibit will be part of the future planning process and this is an area that will have to be addressed.

The "John James Audubon: American Artist and Naturalist" exhibit received good coverage in the Green Bay Press-Gazette and Gene referred to a recent article. Supervisor Evans inquired about the participation in the reception for the exhibit opening, and Gene stated that it was fairly well attended with about 100 people in attendance.

The museum will be the opening venue for an upcoming exhibit, entitled "Do You Know Your Neighbors?." This is a project that grew out of Diversity Circles, a local program focusing on community issues. It is designed as reminder that all racial/ethnic groups contribute to the diversity of Brown County. There will be 25 large posters featuring Brown County residents sharing their stories of immigration. The exhibit will be displayed here from March 21 – 29. A video produced by Alex Zacarias, President of 3N Productions and a member of our strategic planning committee, will accompany the posters and look at past and present immigration. A curriculum is being developed to go along with the video and posters. Eventually, this will be available for loan to schools, churches, and civic organizations. An invitation-only reception will be held on March 21, the opening day of the exhibit. There will be a family night on Thursday, March 23, from 6:00 to 8:00 p.m., offering hands-on activities for families and individuals of all ages. The Make It-Take It Craft program the following Saturday will tie into the exhibit, and the museum will be celebrating Cultural Diversity Week March 21 through 25, offering different activities each day in the exhibit.

Programs:

- The Heritage Players will once again offer their program, "Bugles & Bonnets: Wisconsin and the Civil War in Song and Story, 1861-1865" on Saturday, March 25 at 2:00 p.m.
- The Traveling Treadlers Fiber Arts Guild, which for many years met at the Wildlife Sanctuary, are going to shift their base of operations to the museum. The Guild is composed of two groups: one meets with first Wednesday of each month from 10:00 a.m. to 2:00 p.m. and the second group meets the fourth Thursday from 5:30 to 8:00 p.m. They will pay for use of the facility, want to be open to the public, and will offer one free weekend presentation per year. Some of the Guild's techniques include spinning, weaving, basket-making, quilting, embroidery, felting, needlepoint, and sewing.
- The second group of artists involved in Studio 210: Working Regional Artists are now in place and the scheduling has been changed to three four-month segments.
- Neville Dinner Programs – A Traditional English Christmas was offered and sold out twice in 2005. We will plan to offer this year's holiday program two times again. The Immigration Conversation program has been rescheduled to March 9 due to the recent blizzard. A John James Audubon & *The Birds of America* dinner program will be held on March 16.
- The Geology Club is sponsoring its biennial Rock, Gem, & Mineral show on the first weekend in April.
- On April 4, the Corporation is sponsoring a fundraiser trip to Milwaukee to see the "Treasures of the Vatican: The Legacy of the Popes" exhibit at the Milwaukee Public Museum, followed by a tour of Frank Loyd Wright's masterpiece Annunciation Greek Orthodox Church.

Kevin Kuehn said he has been in several museums in larger cities and feels that we have a wonderful museum that is in very good shape and is very well maintained. We are quite fortunate that the building and landscaping looks as nice as it does.

A MOTION WAS MADE BY PAT EVANS AND SECONDED BY CHARLIE SCHROCK TO RECEIVE AND PLACE ON FILE. Vote taken. MOTION APPROVED UNANIMOUSLY

5. SET FUTURE MEETING SCHEDULE

Gene wanted to double check with board members to see if the third Monday at 4:30 works well for these meetings. There was a consensus to hold future meetings on the third Monday of every other month at 4:30 p.m. Charlie mentioned that the longer in advance the meetings can be scheduled, the better. Kevin will contact the County Executive about the need to fill one vacant position on this board. We will not have a meeting in March, so the next meeting will be held on April 17 at 4:30 p.m. Jill will send a copy of the future meeting schedule to the board members.

6. UPDATE ON RE-ACCREDITATION

Gene reported that we are on schedule with completing the self-study questionnaire. We have gone through Sections 1 through 7. Section 8 will be due in March and Section 9 in April. Drafts of the completed sections have been forwarded to Charlie Schrock, who is the liaison between the Governing Board and staff for this project. Problem areas that will need to be worked on have been marked.

Charlie has had a chance to review the material and suggested that we may want to look at the intent of each section and to summarize or reinforce how we meet the intent of what is included in each section. Other than a few minor comments that he will review with Gene, he feels that it looks like it is going well and is coming together. He said it has been quite educational for him as far as how the museum operates.

7. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

Kathy Johnson asked for an update on the renovation of the 3rd floor conference room. The Facilities Management Department has been working on it actively off and on, as staff are available. The walls have been painted, they are about two-thirds finished putting up the tracks for the ceiling tiles, a kitchenette needs to be installed, and the carpeting is here. Kathy's concern is the loss of revenue from not renting the room out for so long. She will bring this up at an Education and Recreation Committee meeting.

9. ADJOURNMENT

A MOTION WAS MADE BY PAT EVANS AND SECONDED BY BERNIE ERICKSON TO ADJOURN AT 5:15 P.M. Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Jill Champeau