

MINUTES
ABRAHAM LINCOLN PRESIDENTIAL LIBRARY AND MUSEUM
BOARD OF TRUSTEES' MEETINGS

Wednesday, July 21, 2021
2:00pm,

DRAFT

PRESENT

Trustees

Gary Johnson, Chair

Steve Beckett

Joan Brodsky

Jessica Harris

Kathryn Harris

Melinda Spitzer Johnston

Jason Lesniewicz (absent)

Dan Monroe

Martin Sandoval (absent)

Eunice Santos (absent)

Tiffany, Mathis

Guests

Staff

Christina Shutt, Executive Director

Melissa Coultas, Chief of Staff, Interim Human Resource Director

Toby Trimmer, Chief Operating Officer

Dave Kelm, General Counsel, Ethics Officer, FOIA Officer

Hannah Ross, Executive Assistant

Brett Cox, Chief Fiscal Officer

Chris Wills, Public Information Officer

Public Comment

No public comment

Consent Items

Minutes from May 19, 2021, Public Meeting

Trustee Dan Monroe made a motion to approve May 19, 2021, public meeting minutes. Trustee Kathryn Harris seconded the motion. The Minutes were unanimously approved.

Chairman Report

Chairman Johnson introduced and welcomed new board member Tiffany Mathis. Mathis is excited to be a member of the ALPLM board. She is looking forward to bridging the gap with the youth to love this museum and library as much as the board.

Trustee Harris congratulated Melissa Coultas on being named one of the Springfield Business Journal's Forty Under Forty recipients.

Executive Director Report

The ALPLM was awarded a 100k grant from the Illinois State Library and Secretary of the State for our work on the Picturing Lincoln Project.

The State of Sound exhibit is highly popular, with over 76% of visitors coming to the museum having heard of the exhibit before arriving. ALPLM's marketing team has done a phenomenal job promoting the exhibit using paid and unpaid resources.

In September, the ALPLM will be opening a new exhibit in the Library titled, *Lincoln's Life and Letters*. This exhibit will be semi long-term, and the centerpiece will display Lincoln's inauguration desk.

This fall, the ALPLM will be revising the Ghost queue and revamping Mrs. Lincoln's attic space to focus on newspapers and tell stories through the press.

Next summer, the ALPLM will open a traveling exhibit from the Illinois Holocaust Museum titled, *Stories of Survival*. We will put together a group of community collaborators to help us think through and maximize that exhibition.

Internally the ALPLM has started working on strategic planning with a multifaceted approach. Director Shutt's approach is meeting one-on-one with each staff member, putting together office hours, providing volunteers with small notebooks to document what they hear/questions from

visitors, and placing flip charts throughout the campus with weekly questions. She is also spending a lot of her time meeting with various groups in the community city and statewide.

Chief of Staff Report

The ALPLM had to transition our PAL contract employees to a new hiring mechanism, but they will still be employed with us and paid through the grant's life.

We are currently doing a lot of work with position description cleanup and are in the process of converting all our personnel-related mainframe systems to a cloud-based system. Do-it and the fiscal team have been very helpful during this process.

Our security camera project is completed and is all digital with new functions.

The ALPLM is almost to pre COVID visitation numbers and only down 6% from 2019. In June, we received more trip advisor, yelp, and google reviews than we have ever had in a single month. Venue rentals had their first month, in sixteen months, they didn't have to cancel or reschedule an event. The volunteer program will train new volunteers this fall.

Chief Operating Officer Report

We are moving forward with our Beacon of Endurance sculpture by engaging people from a broad community and hosted an online presentation with the sculpture's artist to get feedback.

The education department finished their weeklong leadership camp called, *Future Presidents of America*, with eighteen students attending. This department also finished their teacher workshop called, *Teaching with Primary Sources*, with 21 teachers attending.

Chief Legal Officer Report

Last Monday we had a meeting with Erin Mast from the foundation to discuss multiple issues that needed addressed. Mast only wanted to discuss three specific topics.

Late Friday, Kelm received a draft transition document from the foundation attorneys, but the document didn't cover all our issues. Now that the foundation is fully represented, we ask that if ALPLM board members have communication with the foundation employees or their board members, please have that communication funneled through Director Shutt and Kelm.

The governor's office is seeking out individuals to represent the ALPLM, and they are in full support of moving forward with the separation and would like everyone to voice the same message. The ALPLM board will be asked to act as a sounding board during this separation.

It was suggested to add an executive session to every board meeting's agenda as a placeholder to discuss the main issues to possible litigation.

Chief Fiscal Officer Report

The ALPLM fiscal year 2021 closed July 1 with one-half of the revenue from 2020 but, with visitation rising and the end of the vaccination promo, we are hopeful to see a revenue increase.

Last summer, there were concerns about cash flow, and happily, those concerns aren't there anymore, and we believe the worst is past us.

The ALPLM received an increase in our new state budget. This increase will be used exclusively to pick up all things that used to run through the foundation.

The fiscal department is working on end-of-year procurements, annual reporting, interviewing for the finance position and is in the middle of an audit.

Public Information Officer Report

The ALPLM had been on a wonderful run of positive news to report. The news of Director Shutt's arrival, exhibits displaying the emancipation proclamation, and hosting the signing of the Juneteenth legislation shows the great work and teamwork that is done here at the ALPLM.

New Business

Discussion and Approval of investment policy for ALPLM Public Trust Fund

Trustee Steve Beckett made the motion to approve the investment policy for ALPLM Public Trust Fund. Trustee Mathis seconded the motion. The motion was unanimously approved.

Discussion and Approval of FY2022 Hostick Trust Fund spending plan

Trustee Beck made a motion to approve the FY 2022 Hostick trust fund spending plan. Trustee Mindy Spitzer Johnston seconded the motion. The motion was unanimously approved.

Discussion and Approval of change to quarterly schedule for board meetings

Trustee Kathryn Harris made a motion to approve the change to quarterly scheduled board meetings. Trustee Mindy Spitzer Johnston seconded the motion. The motion was unanimously approved.

Discussion of Lincoln Penny Proposal from The Lincoln Society in Peekskill, NY

The board members debated the pros and cons of adopting the Lincoln penny proposal.

The ALPLM board opposed the Lincoln penny proposal with a vote of 4 to 3.

Trustee Tiffany Mathis made a motion to adjourn meeting. Trustee Becket seconded the motion. The motion was unanimously approved.

Meeting adjourned at 3:36pm