

MINUTES

ABRAHAM LINCOLN PRESIDENTIAL LIBRARY AND MUSEUM

BOARD OF TRUSTEES' MEETINGS

Wednesday, May 19, 2021

9:30 am

DRAFT

PRESENT

Trustees

Gary Johnson, Chair

Steve Beckett (absent)

Joan Brodsky (absent)

Jessica Harris

Kathryn Harris

Melinda Spitzer Johnston

Jason Lesniewicz

Dan Monroe

Martin Sandoval

Eunice Santos

Guests

Erin Mast, ALPLF CEO

Staff

Melissa Coultas, Acting Executive Direct, 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

Lisa Horsley, Library Services Director

Public Comment

No public comment

Consent Items

Minutes from April 21, 2021, Public Meeting

Trustee Dan Monroe made a motion to approve April 21, 2021, public meeting minutes. Trustee Martin Sandoval seconded the motion. The Minutes were unanimously approved.

Chairman Report

Chairman Johnson thanks ALPLM staff for their tremendous efforts throughout the pandemic.

Executive Director Report

This is our last board meeting before our new Executive Director Christina Shutt starts. Her first day is on June 8th.

The executive staff met with auditors to discuss the upcoming audit, met with all division directors to see what is left in this year's budget line, and had quarterly labor-management meeting with labor partners.

Executive staff is working on a language plan for the governor's office, working with I.E.M.A. on their statewide continuity of operations planning, and transitioning our H.R. shop/ the state's H.R. system.

ALPLM staff sat for a records retention training provided by the Illinois State Archives.

There have not been any formal adjustments to our policies and procedures on COVID guidelines.

Chief Operating Officer

In July, the ALPLM's education department is running an educational summer camp for kids called, Future Presidents of America.

The State of Sound exhibit is getting a lot of good feedback. The exhibit's radio studio schedule is filling up quickly with live broadcasts and podcasts.

Chief Legal Officer

There will be a draft investment policy sent to board members for their review. We will ask for the board's approval of the policy at June's meeting.

The governor's office is in discussion about filling the open spot on the ALPLM's board of trustees.

On July 21, our board meeting will be in-person, starting at 2:00 pm in Springfield. The board members are invited to an event that evening with the Executive Director and other high-profile individuals.

Chief Fiscal Officer

There is paperwork submitted for the ALPLM trust fund, and we are waiting on approval to get it set up with the comptroller.

The Foundation continues to be our fiscal agents for the funds held in direct support and other grants on ALPLM's behalf.

Fiscal has been working with G.O.M.B. to seek additional appropriations. They are also working on getting contracts in place for our café and catering service.

Revenue is down 60% from last year, but we remain hopeful revenue will increase since more people are visiting.

New Business

Approval of amended loan request for Executive Mansion

There are three additional paintings the First Lady would like to include in the loan that was approved last board meeting.

Trustee Jessica Harris made the motion to approve the amendment to the loan request. Trustee Mindy Spitzer Johnston seconded the motion. The motion was unanimously approved.

Approval of de-accession request for National Union Catalogs

Trustee Kathryn Harris made a motion to approve the de-accession request. Trustee Mindy Spitzer Johnston seconded the motion. The motion was unanimously approved.

Approval of transfer of ownership of period desk and Douglas Statue to I.D.N.R.

Trustee Kathryn Harris made a motion to approve the transfer of ownership of the desk and statue.

Trustee Jessica Harris seconded the motion. The motion was unanimously approved.

Foundation Update

The Foundation continues managing direct support for the ALPLM.

There are ten ALPLM programs and projects the Foundation holds restricted funds for or are involved programmatically.

The Foundation received ALPLM's request to hire editors for the P.A.L. project. They are reviewing the request and hope to respond shortly.

Trustee Kathryn Harris made a motion to adjourn meeting. Trustee Dan Monroe seconded the motion. The motion was unanimously approved.

Meeting adjourned at 10:13 am.