

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

December 16, 2020  
9:30 am

**DRAFT**

**PRESENT**

Trustees

Ray LaHood, Chair

Steve Beckett

Joan Brodsky

Jessica Harris

Kathryn Harris

Gary Johnson

Melinda Spitzer Johnston

Jason Lesniewicz (absent)

Dan Monroe

Martin Sandoval

Eunice Santos (absent)

Guests

Rene Brethorst, Chief Operating Officer, ALPLF

Staff

Melissa Coultas, Acting Executive Director, Chief of Staff

Toby Trimmer, Chief Operating Officer

Dave Kelm, General Counsel, Ethics Officer, FOIA Officer

Hannah Ross, Executive Assistant

## **Consent Items**

Minutes from the November 18, 2020, Public Meeting.

*Trustee Martin Sandoval made a motion to approve the minutes of the November 18, 2020, public meeting. Trustee Steve Beckett seconded the motion. The minutes were unanimously approved.*

## **Public Comment**

### **Chairman Report**

Chairman LaHood Congratulated Trustee Kathryn Harris for receiving the State Journal-Register 2020 first citizen award. The board is proud to call Harris a friend and that she is a part of this board.

### **Executive Director Report**

Since this is our last board meeting of 2020, Coultas wanted to thank members for their willingness to serve despite all the challenges personally and professionally the pandemic caused.

The ALPLM is working closely with the Governor's office to determine the appropriate reopening date. The executive order will stay in place until January 9th and we will receive more information on reopening closer to that date. The Governor's office is also aware that the Executive Director's search will resume as soon as we reopen. The candidates will come for a campus visit to see our extraordinary institution.

Every year, the ALPLM is required to submit an annual report that is being drafted by our Communications Director Chris Wills and will be shared with board when finalized. The ALPLM is also required, per the executive order that stated us as a standalone agency, that every three calendar years, we need to report to the General Assembly on how the agency is doing. The report to the General Assembly will be filed next week, and the board will get a copy of that report.

The ALPLM has been very conservative with spending this year because of the fiscal challenges due to the pandemic. Ways the ALPLM is conserving funds is not filling certain positions or backfilling positions unless they are critical, limiting overtime, and turning off lights that are not needed. The ALPLM is being more efficient in order to reduce our reliance on appropriations from the General Assembly.

Long-time ALPLM employees Sabrina Mancini and Phil Funkenbusch will be retiring at the end of this month. Funkenbusch has been with the ALPLM since the beginning and loves all things ALPLM and theater. His absence will not go unnoticed, and his predecessor will have big shoes to fill. Mancini oversees internal events and is a critical part of our guest services team. The executive team is working with current staff to figure out how to fill her duties, but it will be

challenging without her. Chairman LaHood requested that the executive team draft a letter on behalf of the board congratulating Mancini and Funkenbusch and to contact their representative in the house to see if a congratulatory resolution could be made when they go back into session.

### **Chief Operating Officer Report**

The ALPLM wants to give a special thanks to the Foundation for securing two grants. One is a \$25,000 grant to help support our Papers of Abraham Lincoln project. The other grant was brought to our attention by our Education Director Heather Nice called Healing Illinois from the Department of Human Services. We received \$32,000 from the Healing Illinois grant and will participate in the Roger Ebert foundation film writing project on race and how we interpret it. Rene and her team have helped work with Heather on this project.

### **Chief Legal Officer Report**

Thank you to the board members for your service this first year. Kelm recognizes the training schedule that we all have to go through as state employees and board members can be, at times, frustrating, but he appreciates members' participation. Half of the board members have completed their harassment and discrimination training due at the end of December. Kelm will send a reminder email out this week to board members with the link and passwords.

### **New Business**

#### **Approval of 30-day extension for MOU with ALPLF**

Chairman LaHood and Chairman Pecori had a meeting with ALPLM and ALPLF staff about the MOU between the ALPLM and ALPLF. It was decided that both Chairmen and Jesse Ruiz will figure out what the final document will look like and then bring it back to their boards for review. There has been a revision to the MOU and was sent to Chairman Pecori for him and his staff to review. There will be a one-month extension of the current MOU, and during this time, the Chairmen and Jesse Ruiz will get together and create the final document.

*Trustee Gary Johnson Made the Motion to approve the one-month extension of the MOU.*

*Trustee Kathryn Harris seconded the motion. The motion was unanimously approved.*

#### **Approval of extensions for VMC and Event Networks contracts**

Earlier in the pandemic, Event Networks requested, and our board approved an adjustment in their royalty payments because of business reduction. They are asking for a six-month extension of that previously approved adjustment. VMC that runs our café and catering is asking for a year extension on their contract that will run through the end of 2021. The money from these royalties goes into a separate account held by the Foundation called direct support, where the ALPLM can utilize those funds for programs, exhibits, etc.

*Trustee Dan Monroe made the motion to approve the contract extensions. Trustee Martin Sandoval seconded the motion. The contract extensions were unanimously approved.*

### **Foundation update**

The Foundation has several proposals out for the State of Sound exhibit. The Foundation received sponsorship from Comcast, donating some time and marketing to the local area about the State of Sound exhibit.

The Foundation wants to thank Sabrina and Phil for their work and for them to know they think very highly of them. Donors enjoyed Phil's programs and secured a lot of money and grants. Sabrina took care of our board as well as events for the Foundation. Congratulations to both. Chairman LaHood suggest that Rene ask Chairman Pecori if their board will write a congratulatory letter to Phil and Sabrina.

Lincoln Leadership is coming up, and it will be a virtual event this year. Once the Foundation has everything set, they will send the information to ALPLM staff and board members.

Today's board meeting will be the last meeting Rene will sit in on since Foundation's new Executive Director, Erin Mast's first day is January 11th. Chairman LaHood thanked Rene for holding up the Foundation and for participating in our board meetings.

*Meeting adjourned at 10:19A.M.*