

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

212 North 6th street
Springfield, IL 62701
January 15, 2020

DRAFT

PRESENT

Trustees

Ray LaHood, Chair
Steve Beckett
Joan Brodsky
Jessica Harris
Kathryn Harris
Gary Johnson
Melinda Spitzer Johnston
Jason Lesniewicz
Dan Monroe
Martin Sandoval
Eunice Santos

Guests

Ray McCaskey, Chairman, ALPLF
Rene Brethorst, Chief Operating Officer, ALPLF
Jesse H. Ruiz, Deputy Governor, Office of Governor JB Pritzker

Staff

Melissa Coultas, Chief of staff, Acting Executive Director, Interim Human Resources Director
Toby Trimmer, Chief Operating Officer
Dave Kelm, General Counsel, Ethics Officer, FOIA Officer
Hannah Ross, Executive Assistant
Joe Crain, Director of Public Programs and Community Engagement
Patty Knepler, Director of Marketing and Guest Experience
Kayla Sorensen, Director of Legislative and Governmental Affairs
Chris Wills, Director of Communications
Lisa Horsley, Director of Library Services
Brett Cox, Chief Fiscal Officer
Sam Wheeler, State Historian of Illinois, Director of Research and Collections
Lawrence Patterson, Director of Facility Services
Phil Funkenbusch, Director of Theaters and shows
Lance Tawzer, Director of Exhibits

Chairman LaHood called board meeting to order at 9:30am. A quorum was present with 10 members in attendance.

Opening remarks

Chairman LaHood shared that he felt a great sense of honor that Governor Pritzker asked him to chair the board. When he was a member of congress for the 18th district, this part of Illinois was in the district he represented. Chairman LaHood also represented the same counties that President Lincoln did while serving his 1 term. Chairman LaHood feels a real sense of kinship to the President and a responsibility to make sure this facility and staff carries out the legacy and the essence of Abraham Lincoln.

Chairman LaHood and former Senator Dick Durbin hatched the idea of the Abraham Lincoln Presidential Library and Museum to honor President Lincoln to reflect all the historic things Lincoln did for our country. With the help of former Mayor Karen Hasara, former Governor George Ryan, former speaker Dennis Hastert, and former Senator Barack Obama, the idea he and Durbin hatched was made into a reality.

Chairman LaHood is very pleased with the group Governor Pritzker assembled for this board, expressing that this group is distinguished and care a lot about this Library and Museum but probably more than anything, care a lot about Abraham Lincoln and making sure this board reflects the kind of leadership he showed.

Introductions

Jessica Harris- Interim Assistant Provost for inclusive academic excellence at Southern Illinois University Edwardsville. Grateful for this opportunity to serve and to work with everyone around this table

Jason Lesnevich- Director of Cultural Tourism at Choose Chicago. Excited to be here and to get started on board work for the Abraham Lincoln Presidential Library and Museum

Mindy Spitzer Johnston- Digital Media Assets Manager at Encyclopedia Britannic and an activist. Served on the IHPA board and is happy to be back in the building and continuing to do the work.

Steve Beckett- Lawyer in Urbana, retired faculty member from the University of Illinois College of Law, and former Chair of the Abraham Lincoln Presidential Library and Museum Advisory Board.

Dan Monroe- Associate Professor of history and Chair Department of History and Political Science at Millikin University. Has been involved with Lincoln studies and Illinois history for many years and is delighted to be here.

Kathryn Harris- Former Library Services Director here at the Abraham Lincoln Presidential Library and immediate past president of the Abraham Lincoln Association, proudly was the first women and African American to be the head of that Association since founded in 1909. Very glad to be here and be a part of this board.

Martin Sandoval: Practicing CPA working with a range of small and medium size businesses and with nonprofits including cultural centers. Looks forward to serving with everyone and honored to have the opportunity to do so

Joan Brodsky- Teaching librarian, archivist, and conservator while being on several library boards.

Gary Johnson- President of the Chicago History Museum and had a career as a lawyer. Now in his 15th year heading a museum. The Chicago History Museum has a big part in the Lincoln scene having one of the biggest collections of Lincolns. It's truly an honor to do anything for Lincoln. Much has been done here, at the ALPLM, and I am familiar with a lot of it from different angles, so I am happy to start playing a part myself.

Eunice Santos- Current Dean at the School of Information Sciences at the University of Illinois, Urbana-Champaign

Deputy Governor Jesse Ruiz- Thanked the members for agreeing to serve on the board and going forward he hopes they will find this to be a labor of love. Deputy Governor Ruiz stated that "part of your role, not only being stewards of this institution, but on the behalf of all your fellow citizens in Illinois you are custodians of the Lincoln legacy which in largely this institution represents. For that reason, it was critical for the governor to have a group of citizens from Illinois who took that role very seriously and who will bring the unique skill sets to help guide this institution. Hearing all your backgrounds I know the Governor chose incredibly wisely. Thank you for your service and thank you Mr. McCaskey who heads the foundation board, there is a great new spirit of collaboration that this board will help foster." Then, Deputy Governor Ruiz thanked to the senior staff for being great managers to the institution and with their help, guidance, and partnership, it will only get better. Lastly, he Thanked the board member for their service they are embarking on today and on the behalf of the Governor he truly appreciates it.

Chairman LaHood added that it's an honor to have Jesse join us on the behalf of himself and the Governor and that they made great selections for this board. Chairman is looking forward to upholding the high standards Lincoln set and now Governor Pritzker has set for our board.

Ray McCaskey: Chairman of the Abraham Lincoln Presidential Library Foundation, long admirer and lover of all things Lincoln. Rene Brethorst is ALPLF current interim CEO and Chief Operating Officer. Chairman McCaskey stated on the behalf of the entire foundation they are excited to work with the ALPLM and to be invited to the board meeting. Chairman McCaskey added the foundations role is to support the Library and Museum and all the things you do. Lastly Chairman McCaskey informed the room that on Wednesday, February 19th, is their Lincoln Leadership Prize Dinner where David Rubenstein will be accepting the award and Doris Kearns Goodwin will be presenting, hoping you all can attend.

Chairman LaHood added that he and Chairman McCaskey have had at least 1 or 2 conversations every week since accepting his appointment. Chairman McCaskey invited him to the last foundation board meeting where he attended and spoke. They have developed a warm collaborative relationship. Chairman LaHood thanks Chairman McCaskey for coming and for the work he does as chair of the foundation board. Chairman LaHood mentioned that as an organization and board we will be purchasing 3 tables for the Lincoln Leadership Prize dinner in hopes that board members can attend and that the foundation picked an extraordinary philanthropist to receive this award.

Staff Introductions:

Melissa Coultas- Acting Director, Chief of Staff, and interim HR Director. Melissa stated that the staff is very excited to have a board and are looking forward to working with them and our foundation board. Melissa also thanked the staff saying that this meeting and future meetings could not be possible without their help and the incredible work they have done.

Dave Kelm- General Counsel, Ethics Officer, FOIA Officer for ALPLM. He will be the person you turn to for all the rules now that you are a public body.

Toby Trimmer- Chief Operating Officer at the ALPLM. Amongst other departments, Toby works with the research department, Library Services, Exhibits, Education. Toby stated that the ALPLM accomplishments are really incredible that this staff has put together and he is extremely proud of their work.

Hannah Ross- Executive Assistant. Hannah is happy to be here and happy to help with whatever you board members need.

Joe Crain- Director of Public Programs and Community Engagement. Been here since late July and looks forward to working with all of you.

Chris Will- Communication Director. Chris works on press releases, communicating with the press, and manage the ALPLM social media accounts. Chris also produced the annual report that is in the board binders.

Patty Knepler: Director of Marketing and Guest Experience. Patty oversees the rentals, volunteer services, internal events, and the guest experience downstairs at the ticket counter.

Kayla Sorensen- Director of Legislative and Governmental Affairs. Kayla is the liaison between the ALPLM and Governor's Office, general assembly and elected officials.

Lisa Horsley- Director of Library Services. Lisa oversees the day to day operations of the Library as well as collection management

Brett Cox- Chief Fiscal Officer. Started 2 weeks ago and will be responsible for all things fiscal

Sam Wheeler- State Historian of Illinois, Director of Research and Collections. Sam's division works with every department in the Library and Museum and his team is made up of a group of passionate people.

Lawrence Patterson- Director of Facility Services. Started in April 2019. Lawrence's role is overseeing our maintenance, grounds, and facilities to maintain this asset

Phil Funkenbusch- Director of Theaters and shows division. Has been here from the beginning and 10 years before that, at HPA.

Public Comment

Kim Bauer, on January 27th Sotheby Auction House will be auctioning off 3 Mary Todd Lincoln letters. Wanted to make you all aware and didn't know if this would be something that you could work with.

Subcommittees: Chairman LaHood requested each individual board member choose 2 different subcommittees to sit on

Bylaws - discuss and adopt bylaws for its governance.

Stovepipe Hat Provenance- This subcommittee will consist of 3 ALPLM board members and 3 ALPLF board members. This subcommittee will investigate the provenance of Lincoln's Stovepipe Hat and determine on how to proceed with that research. Chairman LaHood and Chairman McCaskey have had discussions on how to proceed following Sam Wheelers report on the stovepipe hat and both have agreed that having members from each board work together on this subject matter is the best route.

If you are interested in sitting on these subcommittee email Melissa and let her know.

Agency Policies

There are 2 policies for board members to review. One proposed policy is use of funds from Hostick state proceeds. The second proposed policy is tracking and use of direct support funds. After the board reviews these policies, we will address them at the February Board Meeting. There will be additional policies presented to the board going forward.

Loan Agreements

Loan request for the diary of Oliva Holton requested by the Lincoln Heritage Museum in Lincoln, Illinois. The diary would be on display at their museum. Our staff experts have reviewed this request. We have the Lincoln Heritage Museum's standard facility report. After the board's approval our experts will do a condition report of the diary. There was a question from board member Joan Brodsky on why we do the condition report after the board has given approval. Toby Trimmer explains that there is already an initial condition report done and after getting approval from the board they will do a more detailed condition report of this artifact before it leaves the house.

Trustee Steven Beckett made the motion to approve loan. Trustee Dan Monroe seconded the motion. The motion was unanimously approved.

2020 Meeting recommendations

The 3rd Wednesday of each month for the next 6 months. After the first 6 months the meetings will be every other month. The meetings will start at 9:30am except for the February meeting that will start in the afternoon. According to the Open Meeting Act if we have a quorum in the room there will be options for trustees to call or video conference into the meetings.

Trustee Steven Beckett made the motion to approve loan. Trustee Gary Johnson seconded the motion. The motion was unanimously approved.

Legal Report

General Counsel, Ethics Officer, FOIA Officer Dave Kelm, started report explaining the Open Meeting Act. The OMA requires all public bodies to properly notice and properly record to keep for prosperity and for the public's use in the regards of the ALPLM. There are around 30 exceptions of the OMA that allows us to go into executive or closed session.

When ever a public body gathers with a majority of the quorum, 4 or more board members, that could become a violation to the OMA if there is discussion of public business as a group. This violation includes any meetings, email chains, telephonic communication, messaging services, or apps. of the like. When ALPLM staff emails the board we blind carbon copy the members. Social dining events where you do not talk about public business is not a violation of the OMA. The OMA also pertains to subcommittees.

Kelm moves to discuss the Freedom of Information Act (FOIA). Serving on the ALPLM board the members may receive document requests from the public. Kelm has 5 days to respond to that information request with only 1 extension allowed under certain parameters. If you receive a request, please forward the request and call Dave as soon as possible so it can be addressed. Trustee Beckett had a concern of, what if they receive a request but didn't see it until the 5-day deadline had passed. Kelm explained that once the agency receives the request is when the 5-day deadline starts and to make him aware of the request right away so the requestee isn't waiting for an extended amount of time.

Next subject Dave discussed was procurement. Procurement has a large set of rules and regulations dealing with communication with vendors. If a board member is approached by someone wanting to sell their services or products to the ALPLM inform them that there are rules to procurement and immediately inform Dave, Melissa, or our CFO Brett Cox.

Lastly, Dave touched on two areas that were taught during the required ethic training each member took. The State officials and State Employees Ethics Act is 5 ILCS 430 Executive Order 15-09. Communication and accepting gifts from a prohibited source are prohibited for state of

Illinois employees and members of the Board of Trustees. Revolving door information for employees and potentially trustee members that means you may not accept employment or compensation of fees from a person or entity if during the year proceeding you participated personally and substantially in the award of a state contracts with an accumulative value of \$25,000 or more.

Chairman LaHood called for a break at 10:35am. The meeting resumed at 10:50am.

Website Report

Marketing and Guest Experience Director Patty Knepler, reported that we recently contracted with LRS to help with the redesign of our website that has been in existence for 10 years. Patty showed the board a website that falsely claims to be the Abraham Lincoln Presidential Library and Museum since 2004. Patty explained that we are taking all the steps we can to find out who is managing this fake site and how to get it taken down. Chairman LaHood asked what false information is on the site to which Patty replied that the wrong information is the hours of operation and cost of tickets. Chairman LaHood felt that this is a real problem. Dave Kelm clarified that he is working with the Attorney General's office to address and fix this issue, but it will be a long difficult process. The new website will take 6-8 months to create and will be mobile first.

Challenges / Things we are striving to fix: The ALPLM's new website will have better navigation and bring unity of our library and museum through one website. The new site will not send you to other search engines and sites. The new site will be ADA compliant. The new site will have our recently developed branding guidelines to make us more recognizable and consistent. Currently our website has a four second load speed, moving forward it will be faster. Our bounce rate is 50%, will work to get that lowered. There will be more opportunities to show vs. tell by having more pictures, videos, and virtual exhibits on the new website.

Current Positives- Our current site has a high domain authority, meaning if you are searching key words in search engines (Presidential, Museums, Lincoln, etc.) we are coming up. We are averaging the 2nd position in google search for our key words with our foundation site averaging the 1st spot. Our Site doesn't lack content.

Objectives – If you land on our new site will be determined to visit. Display our collections and educational resources in a way that it is easy for researchers ranging from school children to scholars can access. Combine our separate library and museum websites into one cohesive design. Our new site will be designed for efficiency.

Chairman LaHood stated that he would like the board to be involved in refreshing the new website. The board members that are interested need to have contact with LRS to voice their opinions and input. Jason Lesniewicz would be very helpful in this process. Chairman LaHood

suggested having Sam Wheelers report on website so the public can read it on our site and not outside sources.

Public Programing and Community Engagement Report

Public Programs and Community Engagement Director Joe Crain started report with current and upcoming public programs. The first program is the “Illinois History Forum”. Every other month, guests have an opportunity to hear fascinating stories of Illinois history, culture, and people, as our staff of historians and special guest presenters lead discussions on books, films, and topics from Illinois’ past.

The other history program is a collaboration with the Illinois State Museum and the National Park Services Lincoln Home Site. Tales from the Vault offers guests a look at rare artifacts. Four times a year, we’ll show those one-of-a-kind items up-close to guests with a historian on hand to share the facts and stories behind the objects.

The ALPLM’s new special exhibit, “Spies, Traitors, and Saboteurs: Fear and Freedom in America”, is a traveling exhibit from the International Spy Museum in Washington DC. It will debut on March 27th after a preview gala for Foundation members the night before and will run until early 2021.

One of the key events to enhance this new exhibit will be a visit from guest speaker James Olson on May 21st. Mr. Olson was a longtime Central Intelligence Agency operative and former chief of counterintelligence for the CIA. Mr. Olson currently works as a professor of the practice of counterintelligence at the Bush School of Government and Public Service of Texas A&M University. He’ll share his experiences from the frontline and discuss his latest book, To Catch a Spy: The Art of Counterintelligence, with personal accounts of the traitors he personally knew in his three decades of service to our country.

The 15th Anniversary of the museum is coming up on Sunday, April 19th. There are plans of filling Union Square Park the day before with both fun and educational activities for the kids, special music, and we’re putting the finishing touches on something special and memorable.

The Education Department has planned several programs for teachers, that not only offer continuing education credits, but illustrate the many ways our library and museum can be an important resource for teachers and students alike, as well as summer camps and other summer programs directed toward our younger guests. The ALPLM’s extremely talented theater and tech departments are gearing up for living history with our historical reenactors and special live theatrical programs in the Union Theater.

Next Joe goes into details about ALPLM community engagement. To date, Joe appeared at a number of community events and festivals – such as the Route 66 Mother Road Festival in downtown Springfield and the annual “Lincoln Bowl” football game between Eureka College and Knox College – and has spoken to a number of community groups and organizations at breakfast meetings, luncheons, and formal dinners. Since August, our community engagement

efforts have put us in from of just over 7800 people – and that doesn't even include the tens of thousands who were exposed to the library and museum as part of the larger "Looking for Lincoln" exhibit at the Illinois State Fair, in partnership with the Abraham Lincoln National Heritage Corridor coalition.

The second component of ALPLM community engagement is the opportunity to give back to our communities. Among the highlights since this past Fall: a used book drive among staff and volunteers to benefit a children's community library in the economically challenged Enos Park neighborhood; We presented the St. Joseph's Home annual Springfield Christmas Ornament; the recent Angel Tree in the museum's gateway resulted in nearly 80 children getting their Christmas wishes for clothing and toys fulfilled by staff, volunteers, and museum goers; and, the upcoming museum blood drive with the Central Illinois Community Blood Center.

Chair LaHood called recess for lunch 11:45am. The meeting resumed at 12:30pm.

Status Update

Sam Wheeler has been the Illinois State Historian for about 3.5 years. Wheeler is often speaking to local and out of state groups about Illinois and Lincoln's legacy. Sam is also the Director of Research and Collections and is extremely proud of the work his staff accomplishes. Dr. Wheeler received his Ph.D. at the University of Southern Illinois, Carbondale.

Sam goes into the report he wrote titled, "Status Update: Provenance research on the Stovepipe Hat" stating that "there is a lot of information in the report and was happy to hear Chairman LaHood's suggestion of posting it on our website for the public to read. The reports details one of our institutions most important and controversial topics." Sam believes that "with the boards leadership and willingness to engage and collaborate with our foundation partners that there is an opportunity to help bring closure to the issues pertained in the report, while creating a new relationship with our foundation built on trust and mutual respect".

The report contains new pieces of information including two never seen letters that discuss the provenance of the stovepipe hat. The report has new insights after an interview with the previous state historian at the time of the acquisition. Wheeler wants to focus on the suggestion he recommended at the end of his report. Some of those suggestions are, that we do further research on the stovepipe hat, that the ALPLM and ALPLF work collaboratively to outline the next steps going forward, complete his initial research plan, the ALPLM should improve the current acquisition process to ensure adequate research is done before adding it to its collection, and advising our partners before acquiring an artifact on our behalf .

Wheeler ended his report with expressing that he is proud to be the State Historian of Illinois and to be associated with the Abraham Lincoln Presidential Library and Museum as the Director of research. Sam explained, that he is a devoted historian to the Lincoln Legacy and the history of

Illinois, he strongly feels obligated to tell the truth of the past to his contemporaries, proceeding individuals, and to the future generations who rely on historians and archives.

Trustee Steve Beckett noted that in court for an exhibit to be admitted there has to be a chain of custody with everyone's initials on the evidence sheet that has handled it to know where its been. To this point Trustee Beckett feels that provenance issues would exist on almost every historical object we have. Trustee Beckett asks Sam if he can explain what the provenance challenges are for starting at the end and trying to go back to the beginning?

Trustee Dan Monroe added that there may never be a definitive conclusion. "Provenance issues are misty and gray and sometimes they are never definitively decided". Trustee Monroe also stated that everyone needs recognize that you can do as much as you can, but if the trail goes cold that's where it ends.

Dr. Wheeler responded to the question explaining the reason of insisting to do more research is that the "trail has not gone cold yet". The two newly discovered letters from Clara Waller detailing, the best she can, the provenance story of the stovepipe hat in 1958. The challenges will be going back and analyzing that story to determine if the story is plausible and if Sam can find concrete evidence to back up what Sarah Waller said.

Search for Executive Director

The entire board is to be a part of the process of selecting the next Executive Director utilizing the two search firms we have found; GovHR and Koya Leadership Partners. Melissa Coultas explained that the reason why these two firms were selected is that both firms are based in Illinois and focus on diversity. Koya was highly recommended and GovHR knows the complexities of being a state ran agency and is also in the cultural field. Alison Ranney would be our primary contact for Koya and she already has some interaction with the state. Mark Peterson would be the primary contact for GovHR

Chairman LaHood shared his understanding of how the process will go, the search firm would put out the information, collect the resumes, circulate those qualified resumes to every board member, the board decides on who to interview, interview those applicants and choose the right person as a board. After deciding on the final candidate, they would then meet with Deputy Director Ruiz and possibly Governor Pritzker if he wished.

Melissa requested that the board members review the two firms' proposals in their binders and if the board members have questions about or for the firms, to get sent to her so they can be answered before voting on a firm at our next board meeting on February 19th. Then proceed with executing a contract with Dave and Chairman LaHood's Help. Following that, we will meet with the firm to have a clear understanding of what our expectations are and hear what their expertise consists of.

Closing remarks before Museum and Library Tours

Trustee Steven Beckett complimented the ALPLM staff for the organization of the board meeting being seamless.

Chairman LaHood reiterated that Jesse Ruiz and Governor Pritzker have picked a great committed group and thanked each board member for willing to serve and that we are off to a good start. The most important thing we can do is find the best Director to run this organization because this is a great staff here.

Trustee Steven Beckett adjourned meeting at 3:00pm