

Operations Committee Meeting August 2023

1200 West 35th St, River Level



Date and Time

August 1st, 2023

Start: 12:00 PM

End: 1:20pm

Attendance

Jerry Thomas, Kath Thomas, William Derrah, Jim Jarecki, Mary Ann O'Rourke, Sari Breslin, Nancy Michael and Ariana Rubin

Agenda for August 1, 2023, Operations Board Meeting

1. Approval of July 10, 2023, Minutes
2. Operations Chair Report—Goals for the new year
 1. Report on Meetings
 1. CMMFestival committee meeting 7/13/2023 at 10:30am, next meeting August 2, 10:30am
 2. Volunteer Meeting: 7/11/2023 at 2pm
 2. Next steps: funds available for Pinkney and Lady Elgin
- Collections—Job search underway
- Event Planning--Kath
 1. Recent and Upcoming events
- Communication Committee Report—Mary Ann
 2. July Newsletter
- Education—Sari
- 3rd Fridays—Jim
 3. Upcoming 3rd Friday
- Membership--Ariana
- CMM Store--Ariana and Kath
- Old business
- New Business

Approval of July 1st, 2023, Minutes

Kath moved to approve the July minutes as distributed. The motion was duly seconded by Sari and approved. *July minutes are ready for posting.*

Operations Chair Report

CMMFestival

Jerry reminded the Operations Committee of their goals for the year regarding fundraising, outreach, professionalism, and its volunteer program.

Jerry announced the museum will proceed with the proposed Lady Elgin and Bill Pinkney exhibits. Including exhibits and operations, the CMMFestival goal, including exhibits, is now \$350K.

Jerry's challenge to the fabrication team, is to set up the panels for the new exhibits in time for the CMMFestival in October. Jerry noted that the room must be clear of the flagpole and canoes in the South Gallery. Trigg offered to talk to the building to move the flagpole, possibly outside by the river. The canoe racks can be easily broken down and stored. Jim inquired about steel containers for the canoes. Grant Crowley said CMM can store onsite if we provide the containers. Bill and Jim will work together on a proposal for steel containers. Sari offered to call her Containers contact. Jerry suggested that the Operations Committee purchase two cheap 40 foot containers for the boats currently on display and boats identified at the yard, and one more for the current container onsite. A plan will also be in place to collect the contents of the third container into the two. Kath motioned to approve this suggestion. Bill seconded Kath's motion. None opposed.

The next CMMFestival meeting will entail finalizing Barry Butler as the co-host and discussing the run-of-show.

Volunteer Meeting

Ariana reported that the soft roll out of the Volunteer Program for the Operations Committee is August 7th. The Operations Committee will use POINT to log their hours and adhere to updated policies. Ariana said she will also distribute an email to all volunteers notifying them of the upcoming changes. The volunteers will register for zoom meeting tutorials for POINT.

Funds Available for Pinkney and Lady Elgin

Jerry reached out to Karen Harris, who agreed review the Pinkney exhibit. Jerry reported that Valerie and Jim Forney will plan how to execute the schematic designs in the museum.

Collections Report

Job Search Underway

Jerry reported he has one last scheduled interview from the top 4 candidates. More details to come.

Event Planning (Kath)

Recent Events

Kath reported there are no new events.

The Shedd Aquarium event is next week. Bill offered to give a tour around the museum. Mary Ann suggested taking photographs to publicize the event. Ariana will contact the accounting department at the Shedd Aquarium to inquire about payments.

Communications Committee Report – (Mary Ann)

August Newsletter

Mary Ann reported that the August newsletter will be distributed after it is edited. Trigg suggested adding new member sign ups to each newsletter. Trigg moved to add these members with the addition that we ask new members for consent. Mary Ann seconded. The motion passed.

Jerry shared his screen to show the updated CMM brochure. Mary Ann pointed out that “Docent Led Tours” is not a member benefit. The OPC agreed to take that off the brochure. Sari moved to order 1000 brochure copies, Kath seconded.

Third Friday (Jim)

August’s Third Friday speaker is scheduled. The author is Mark Qalczynski who will present his new book *Jolliet and Marquette: A New History of the 1673 Expedition*, on August 18th.

Jim reported that October’s lecture will focus on the Underground Railroad program. More details to come.

Membership (Ariana)

Ariana presented July’s numbers for museum visits, ticket sales, and membership. She reported that CMM received 193 visits including Open House and \$705 in ticket sales for the month. CMM also received 4 membership sign ups/renewals, which is the lowest month of the year.

CMM Store (Ariana and Kath)

Sari reported she ordered the postcards and is waiting for delivery. She showed the committee the proposed material for Helen Kessler’s watercolor canoe notecard. The committee approved. Sari will order more copies.

Ariana reported there are new items displayed in the store including a variety of brass sailboat sculptures.

Meeting adjourned at: 1:20pm

Submitted by:
Ariana Rubin