

MINUTES

ABRAHAM LINCOLN PRESIDENTIAL LIBRARY AND MUSEUM

BOARD OF TRUSTEES MEETINGS

Wednesday, January 19, 2022

9:30 am

DRAFT

PRESENT

Trustees

Gary Johnson, Chair

Steve Beckett

Joan Brodsky

Jessica Harris

Kathryn Harris (absent)

Melinda Spitzer Johnston

Jason Lesniewicz

Dan Monroe

Martin Sandoval

Eunice Santos

Tiffany Mathis

Guests

Staff

Christina Shutt, Executive Director

Melissa Coultas, Chief of Staff

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

Chris Wills, Public Information Officer

Lance Tawzer, Exhibits Director

An official announcement from the Chairman

This meeting is being conducted by video conference pursuant to the Illinois Open Meetings Act, specifically section 7E, which provides if the Governor issues a disaster declaration related to public health concerns, the head of a public body may determine an in-person meeting is not prudent such is the case today. Last Friday, Governor Pritzker issued a disaster declaration related to the ongoing COVID 19 pandemic; therefore, this meeting has been properly noticed and will be held via video conference. The meeting notice included a link for the public to access our meeting. A verbatim recording will be made and available after the minutes have been approved at our next regularly scheduled meeting. Finally, pursuant to section 7E of the Open Meetings Act, all voting today must be by roll call vote.

Public Comment

No public comment

Consent Items

Minutes from October 20, 2021, Public Meeting

Trustee Dan Monroe motioned to approve October 20, 2021, public meeting minutes. Trustee Jessica Harris seconded the motion. The minutes were unanimously approved with a roll call vote.

Chairman Report

Chairman Johnson expressed how much of an honor it is to work with ALPLM staff and is impressed with their leadership, activity, and productivity shown in the provided reports.

Executive Director Report

In November 2021, the ALPLM launched its membership program, with almost 300 family memberships sold.

In February, the ALPLM will have its fiscal year 2023 budget request hearing. In this fiscal year's budget request, there will be accessibility initiatives added.

The ALPLM is formally starting the accreditation process and actively working on an internal disaster preparedness plan.

Our bill, senate bill 302, passed unanimously in the senate. Thank you, board members, for submitting testimony and for the support.

The ALPLM received a generous donation, and with that gift, we will be able to build the first-ever nursing room at the museum.

Chief of Staff Report

The ALPLM welcomed our new HR Director Marlene Allen. Marlene is working hard on filling eight positions, including the Director of Research and Interpretations position.

Our long-time employees, Mark DePue and Deb Salisbury retired at the end of 2021. We thank them for their years of service here at the ALPLM.

We continue to work with the state on data transformation. The new timekeeping and payroll systems are set to go live this year.

The ALPLM rolled out a new DEIA training to all staff designed by IDHR and the Governor's office. All ALPLM staff will complete the training within the next two weeks.

Chief Operating Officer Report

The ALPLM has many exciting programs coming up. Some of these programs include a panel discussion led by Director Shutt, hosting a world hearing day event, and continuing to host the winter farmers market at union station one Saturday each month.

Chief Legal Counsel Report

Mandatory yearly training has started again for ALPLM staff and board. This year there is a new policy stating if you are subject to the revolving door policy, you must do the training every year. There are also legislation changes that impact the statements of economic interest forms.

Chief Fiscal Officer Report

On February 2, the Governor will make his budget address. After the address, agencies have 48 hours to submit their budget requests.

COVID 19 continues to hamper our attendance, but we have various procurements out to help with our revenue.

Our trust fund received \$17k in donations in January, making our total donation amount \$28k since opening.

We are in the final stages of our compliance audit. The auditor general's office does these every two years.

Public Information Officer Report

In November, the ALPLM launched an interactive page on our website featuring the Gettysburg Address.

The 2021 annual report is completed. This report highlights what the ALPLM departments have been doing this year.

The ALPLM has got lots of excellent media coverage that featured the Gettysburg address display, the launch of our membership program, and MLK day events.

Library Services Director Report

The ALPLM is currently in an in-depth audit of the Taper collection per the foundation's request.

The library is working on two awarded grants and applying for another through the Council on Library Information Resources for \$50k.

Exhibits Director Report

The final week of the State of Sound exhibit is this week. This exhibit reached many different audiences and allowed us to create content with the stakeholders. The ALPLM had over 108k visitors during the run of this exhibit.

On March 23, the ALPLM will be opening a special exhibit titled, *Stories of Survival: Object. Image. Memory*. This exhibit will be open until January 22, 2023.

In February, there will be QR codes placed in the Treasures Gallery to provide accessibility to our patrons.

New Business

I. Discussion and approval of ALPLM Mission Statement

Trustee Melinda Spitzer-Johnston motioned to approve the ALPLM Mission Statement. Trustee Jessica Harris seconded the motion. The ALPLM Mission Statement was unanimously approved with a roll call vote.

II. Discussion and approval of Collections Policy Amendment

Trustee Joan Brodsky motioned to approve Collections Policy Amendment. Trustee Jessica Harris seconded the motion. The collections policy amendment was unanimously approved with a roll call vote.

III. Discussion and approval of 2022-2023 Meeting Dates

Trustee Martin Sandoval motioned to approve the 2022-2023 meeting dates. Trustee Tiffany Mathis seconded the motion. The 2022-2023 meeting dates were unanimously approved with a roll call vote.

Trustee Joan Brodsky motioned to adjourn the meeting. Trustee Dan Monroe seconded the motion. The motion to adjourn the meeting was unanimously approved with a roll call vote.

The meeting adjourned at 10:36am