

## Operations Committee Meeting April 2024

1200 West 35<sup>th</sup> St, River Level

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### **Date and Time**

**April 1<sup>st</sup>, 2024**

Start: 12:00pm

End: 12:50pm

### **Attendance**

Jerry Thomas, Kath Thomas, Jim Jarecki, Mary Ann O'Rourke, Trigg Waller, Sari Breslin, Nancy Michael, Madeline Crispell, and Ariana Rubin

### **Agenda for April 1, 2024, Operations Board Meeting**

1. Approval of March 4, 2024, Minutes
2. Operations Chair Report
  1. Still looking for new grant opportunities.
3. Collections—Curator
  1. Exhibit Update
  2. Exhibit Opening Report
4. Communication Committee Report—Mary Ann
  1. April Newsletter
5. 3<sup>rd</sup> Fridays—Jim
  1. Upcoming 3<sup>rd</sup> Friday
6. Event Planning--Kath
  1. Recent and Upcoming events
7. Education—Sari
  1. School events
8. Membership--Ariana
9. Volunteer update—Ariana and Trigg
10. CMM Store--Ariana and Kath
11. Old business
12. New Business

### **Approval of March 2024, Minutes**

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

### **Operations Chair Report (Jerry)**

Jerry asked for help identifying new grant possibilities for CMM from the Operations Board.

### **Collections Report (Madeline)**

Madeline reported that the new permanent exhibits will open in May. The Lady Elgin exhibit is in the final review stages for the printed materials, and both the Lady Elgin and the Pinkney exhibit will be ready for installation by the end of the month.

Madeline announced there will be two opening events for the new exhibits. One will include a soft opening for staff and board members. This will take place Tuesday, May 7th at 5:30pm. Ariana said she will distribute the Save the Date on April 2. The grand opening will happen Friday, May 17<sup>th</sup> at 6:00pm in the Sculpture Garden at the Bridgeport Art Center which has been secured for \$500. It is being co-hosted by Bridgeport. CMM can bring its own vendors for food and beverage. Madeline reported that Jeff (Bridgeport) has offered to sell tickets through Eventbrite.

Jerry will reach out to Jim Forni to inquire about the audio setup for the grand opening. It was suggested that Lee Murdock be asked to sing his Lady Elgin song at the May 17 opening. Though it was agreed to be a good idea, nobody volunteered to ask Lee. Jerry will follow up.

## **Communications Committee Report – (Mary Ann)**

### **April newsletter**

Mary Ann reported she is working on the April newsletter. Ariana will distribute the newsletter later this week.

Jerry reported that Jim Forni updated our A/V system with a new projector and 4 speakers in the south gallery. The sound and visual images are vastly improved.

## **Third Friday (Jim)**

Jim reported that the Third Friday for April will feature the creator of the Titanic exhibit. May's Third Friday will be the museum's grand opening event for the upcoming permanent exhibits.

Jim reported he sent a Third Friday invitation to Barry Butler. He is waiting to confirm the dates.

## **Event Planning (Kath)**

### **Upcoming Events**

Kath reported there are no new upcoming events.

## **Education (Sari)**

Sari reported that she and Madeline participated as guests on the public access show *From the Wheelhouse* on March 5th. Bill Hoover proposed the idea of a recurring segment featuring the Chicago Maritime Museum. Sari said she will follow up with Bill.

Sari reported that Harvey Moshman will present his films Memorial Day Weekend, including a thank you to CMM. Mary Ann suggested inviting him as a Third Friday speaker. Kath suggested creating a separate evening event to show his films.

## **Membership (Ariana)**

Ariana presented March's numbers for museum visits, ticket sales, and membership. She reported that CMM received 271 visits and 8 new membership donations.

## **Volunteer Update (Ariana and Trigg)**

Trigg reported that he and Ariana are speaking with a new potential volunteer.

### **New Business**

Mary Ann congratulated Ariana for being accepted into the Johns Hopkins University Master's program in museum studies with online classes beginning in May.

Meeting adjourned at: 12:50pm

Submitted by:  
Ariana Rubin