**April 2, 2019**

1200 west 35th St, River Level

Meeting started at 12:08 pm

Attendance: Ked Fairbank, Kath Thomas, Jerry Thomas, Jim Jarecki, Trigg Waller, Mary Ann O’Rourke, Glenn Braun, Don Glasell, Dylan Hoffman, Bill Derrah, Patrick McBriarty, Levi Moore

Next meeting: Tuesday, April 7 at 12:00pm

**Agenda:**

1. Attendance
2. Approval of the Minutes of the March 5, 2019 meeting
3. Communications Committee - Mary Ann
4. Special Events - Lorraine
5. Marketing - Ked
6. Education Committee - Ked
7. Membership & Attendance - Ronnie
8. Third Friday plans - Jim
9. Curatorial Report - Don
10. 2018 Financial - Ked
11. Old Business
12. New Business

**Approval of March Meeting Minutes:**

Jerry has moved to approve the minutes as is. The motion was duly seconded and passed. March minutes are ready to be posted on the web.

**Communications Committee Report:**

Lorraine has final copy of April OTM, ready for design.

Skip Novak article, based on notes from Ked, will not be included in the April issue, but will be included in a fall issue because the exhibit will not be ready until the fall (do not want to advertise prematurely).

Maryann will look into creating a Facebook group (different than a Facebook page) for the CMM. Individuals will be able to post articles, pictures, videos, ask questions, and interact with one another sharing the same interest in Chicago Maritime history. A Facebook group is run by its followers (the followers post all the content) with a couple administrators who oversee the content posted (unlike a FB page where the content is run solely by the admin.) The content is developed organically by the followers of the group in a forum- like atmosphere (example is the Windy City Historians FB group set up by Patrick McBriarty).

**Research Focus of Maritime History**- Objective: put together a group made up of OPB volunteers who are responsible for starting a history research group focused on maritime history. Ted Karamanski and Dean Tank should be consulted. The OTM newsletter can be an integral part of incorporating the work done by the research team. To include more history based articles in the newsletter we should consult our past and future Third Friday speakers to contribute a 1,000 word article about their talk subject (ex. Jeff Carter and Dennis McClendon). Additionally, we could ask the Corps of Engineers to write an article on their plans to remediate Bubbly Creek. Ked will talk to several people about how to start this up and who to get involved.

**Special Events Planning:**

**Friends of the Chicago River-** Lorraine and Maryann met with Joanne Dill about involvement with to Chicago River Day and Photo Bomb. Friends is looking for volunteers for Chicago River Day and we should send word out to members asking for participation in cleaning Bubbly Creek. We should also ask volunteers to wear CMM apparel. Maryann and Lorraine will work on getting the advertisement ready for the May OTM issue.

 Photobomb will be September 7 at Ping Tom Memorial Park- Chinatown. Unfortunately, Bill does not think that the voyagers group will able to participate because they have a same day conflict but CMM members should still be involved.

# Marketing:

Now we have our 501-C3 notice on every page of our website (thank you, Ked) and the tax ID number. This is necessary to qualify for free Google Ads up to $10,000/month.

**Education Committee:**

Education plan will probably not be ready for implementation until the fall.

Glenn has put together lesson plans for model classes. Classes will be an 8 week course held this summer (end of June to the end of August). Afternoon and evening classes will be offered. Activities include “Ship- in- a- bottle”, wood carving, and ship model building. Glenn figures we will charge about $350 for classes (maybe $320 for members).The concern of adding an insurance waiver is brought up because students will be using sharp tools and it is agreed that an insurance policy/ waiver should be drafted. We are going to start with recruiting locally with in the Bridgeport Community and then possibly expand our outreach in the future.

Other ideas:

* Funding for scholarship programs or seek grants for free classes to disabled children and/ or to low income families/ disadvantaged kids.
* Test out senior citizen classes at senior homes.

**Membership and Attendance:**

The museum oversaw 280 visitors this month.

This month’s Third Friday, a total of 128 came into the museum space for Third Friday (77 paid attendees- 29 members, 48 non- member, 10 Volunteers, and 41 walkthrough).

Additionally we hosted the MORF group here on the 2nd -50 people attended their board meeting. We obtained 3 memberships that night.

We are currently at 169 members for the 2019 year. We obtained 7 new members (7 regular) as well as 16 renewing members (13 regular, 1 supporting, and 2 patrons). We are now 58% matched from last year’s quota of 291 members.

**Third Friday Plans:**

April- Jeff Carter

May- Paul Mienek

June- Patrick McBriarty (and possibly Chris Lynch)

July- Libby Hill

Aug- Open

Nov- Paul Petaritus

**Curatorial Report:**

**Dylan’s work on archiving**- With a number of pictures already entered into Past Perfect, currently working to get all the Frese and general museum books tagged and scanned into Past Perfect. 40% of total artifacts have been documented (percentage based off of the rough total of 40,000 artifacts).

**Canoe documentation**- B-building boats are all documented into Past Perfect. C-building boats have not been documented.

**Moving of cases**- aircraft carrier has been moved and will be adding more artifacts to make up a more complete WWII exhibit. Also, we are working on upgrading the Eastland exhibit. Glenn is currently working on a model that will be added to the exhibit.

The documentary of Eastland premier will not be held at the museum this month. Per Jim, The Director of the documentary does not mind if we do a premier here before it airs on channel 11 in June, but would be an invite- only event. The Director and Captain Dave would like to include the expansion of the museum’s Eastland exhibit in the publicity about the film and Captain Dave would like the film to show (after its premier) in the to-be-developed movie theater as an adjunct to the museum exhibit.

Recreational case will be upgraded with underwater artifacts in the lecture area.

Novak case is installed but not complete.

Don needs volunteers who can move cases around the museum.

**2018 Financial Summary:**

The audit is progressing. They have asked for us to write operations procedures. Audit should be done soon. Thoughts of hiring a bookkeeper have been brought to attention and Patrick suggests looking for a retired bookkeeper who gets paid by a grant to do this job.

Dirk and Ked will be following up with personal contacts that they approached about donations last autumn.

**Old Business:**

**Dylan’s follow up on library posts-** “Museums in the Parks” runs the program. Head organizer says they are interested in the inclusion of museums that are not on campus or in a park…We can get involved!

Need to get more involved with Choose Chicago and take advantage of their offers.

**New Business:**

Current “NEEDED VOLUNTEER POSITION” list:

-Volunteer/ Event/ Activities Coordinator

-IT

-Website design and Web Guru

-History Writers

-Social Media (Tian’s IIT Volunteers?)

Patrick has started a new podcast and is asked to consider doing a presentation here at CMM with some content of that podcast (June Third Friday speaker).

Need new brochures but will hold off until brochure objective is defined.

**Hamilton pop- up museum on Northerly Island-** Trigg is working on lighting of the exhibit. The pop up museum will be in Chicago for 8 months, opening on April 26. The structure the pop- up museum is built on will not travel with the Hamilton pop- up show and Trigg suggests that we obtain it as the “New CMM museum on Northerly Island”. It is a very large, air conditioned facility.

Offers from Dean’s of IIT and UIC- provide free summer interns.

Meeting adjourned at 2:02pm

Submitted by:

Veronica Caminiti

CMM Recorder