

## Operations Committee Meeting June 2024

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

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### **Date and Time**

**June 3<sup>rd</sup>, 2024**

Start: 12:00pm

End: 1:16pm

### **Attendance**

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

### **Agenda for June 3, 2024, Operations Board Meeting**

1. Approval of May 6, 2024, Minutes
2. Operations Chair Report
  1. Welcome our new Museum Associate Garrett John Walinske
  2. Donation letter request went out last week: encourage people to donate!
3. Communication Committee Report—Mary Ann
  1. June Newsletter
4. Collections—Curator
  1. Exhibitions/Collections:
    1. Grand Opening Debrief/Thank You
    2. Summer Spotlight program
      1. Mini exhibition of Needham paintings
    3. 2024-2025 Temporary Exhibition Calendar
    4. Acquisition Proposals
      1. Captain Malcolm Stalker papers
      2. Lorraine Freeman ship model
  2. Communications:
    1. CAN TV monthly show- *Making Waves*
    2. June Gaynor Hall follow-up segment
5. Museum Manager Report
  1. Membership, Store Sales, Museum Visits, Volunteers
6. CMM Store--Kath
7. Events--Kath
8. Education—Sari
  1. School events
9. 3<sup>rd</sup> Fridays—Jim
  1. Upcoming 3<sup>rd</sup> Friday
10. Old business
11. New Business

## **Approval of May 2024, Minutes**

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

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

Jerry announced that Garrett Walinske will start his first shift as CMM's new Museum Associate on June 4th.

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

### **June newsletter**

Mary Ann reported that the June newsletter was distributed to museum members today. The newsletter featured pieces from Madeline, Sari, and a thank you letter from Captain Dave on the grand opening of the new exhibits.

## **Collections Report (Madeline)**

### **Temporary Exhibits Proposal**

Madeline presented the proposed temporary exhibit schedule. The proposal includes a recurring summer showcase. Bill asked if extra care is needed for the Needham paintings since they will be exposed to light in the back of the museum. Trigg reminded the committee that the windows are UV protected. It was the sense of the Operations Board that Madeline can move forward with the proposal as presented.

### **Acquisitions**

Madeline presented an acquisition proposal for the collection of archival papers from Malcom Stalker. Madeline moved to accept the objects. The motion was seconded by Trigg. None opposed.

Madeline presented an acquisition proposal of a model schooner ship. Madeline recommended accepting the model ship to the museum's education collection. Madeline moved to accept the acquisition proposal. The motion was seconded by Trigg. None opposed.

Madeline announced that WGN is coming back for an in-depth follow-up of opening the backs of two Needham paintings.

Sari and Madeline completed training for CMM's new show on CANTV, *Making Waves*. The show will air in September starting with one episode per month for their first season.

Jerry said that Helen Kessler's painting group is interested to see the canoes at Crowley's. Jerry and Madeline will work with Grant to make that happen, and include as part of the trip an evaluation of the canoes.

## **Museum Manager Report (Ariana)**

Ariana reminded the Operations Board that since working part time, her main responsibilities focus on volunteer coordination, bookkeeping, supporting the Operations Board, and overseeing operations. She is reachable every Tuesday and Wednesday unless otherwise noted.

## **Museum Store (Kath)**

Trigg said he will ask his contact if they can make more CMM embroidery patches for the store. Madeline suggested that we use a photo of the Eastland Disaster dive suit for bookmarks or magnets.

## **Event Planning (Kath)**

### **Upcoming Events**

Kath reported there are no new upcoming events.

## **Education (Sari)**

Sari announced that the museum successfully hosted its largest group at the museum of 84, including students, chaperones, and teachers.

Sari requested an order for new stickers for field trips with the museum's correct address.

## **Third Friday (Jim)**

Jim announced that Valerie will be September's third Friday speaker.

Jim said that Jim Forni is June's third Friday speaker. He will talk about the making of the Bill Pinkney videos. Madeline said she will invite Ina Pinkney to the presentation.

## **Old Business**

Ariana said the new website committee will meet to discuss the new website after Garrett's training is complete.

## **New Business**

Jerry suggested revisiting the volunteer handbook to check the wording of volunteer assignments. Ariana and Trigg will review the wording and propose an update for the Operations Board approval.

Meeting adjourned at: 1:16pm

Submitted by:  
Ariana Rubin