



Rochester Hills Minutes

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Rochester Hills Museum Foundation

*Bryan Barnett, Steven Fite, James Mallon, Stephanie Morita, Vern Pixley,
Katharine Rogers, Heather Sellick, Joe Snyder, Suzanne Wiggins;
Staff Advisor Pat McKay*

Foundation Mission: *The mission of the Rochester Hills Museum Foundation is to further the educational programs and purposes set forth by the Rochester Hills Museum at Van Hoosen Farm.*

Museum Mission: *To enhance understanding of the past through interpreting, preserving and collecting the history of the greater Rochester area for present and future generations.*

Friday, February 21, 2020

7:30 AM

Rochester Hills Museum at Van Hoosen
Farm - Calf Barn

CALL TO ORDER

Chairperson Mallon called the Museum Foundation Board meeting to order at 7:33 a.m.

ROLL CALL

Present 7 - Steven Fite, James Mallon, Stephanie Morita, Katharine Rogers, Heather Sellick, Joe Snyder and Suzanne Wiggins
Absent 2 - Bryan Barnett and Vern Pixley

Others Present:

*Pat McKay, Museum Manager
Cathy Fitzpatrick, Museum Program Coordinator
Ken Elwert, Parks & Natural Resources Director*

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2020-0052 Approval of Minutes - November 15, 2019

Attachments: [111519 Museum Foundation Draft Minutes.pdf](#)
[Minutes resolution.pdf](#)

A motion was made by Wiggins, seconded by Rogers, that this matter be Approved as Presented. The motion carried by the following vote:

Aye 7 - Fite, Mallon, Morita, Rogers, Heather Sellick, Snyder and Wiggins

Absent 2 - Barnett and Pixley

Resolved, that the Rochester Hills Museum Foundation hereby approves the minutes of their November 15, 2019 Regular Meeting as presented.

MUSEUM UPDATE

Pat McKay provided the following update noting that the Museum is in a transition this year. Operations have been moved to the farmhouse, and exhibits and education programs have been moved into the modular units. The Dairy Barn has been emptied in advance of construction activities. Even though the Dairy Barn has been shut down, the Museum still has a robust schedule of activities. He stated that in lieu of the customary holiday-time volunteer and member appreciation, an interactive August "Hard Hat History" program is planned during what is expected to be a busy time for the Equipment Barn and Dairy Barn construction projects.

Ken Elwert explained that the Equipment Barn project had to go before the City of Rochester's Zoning Board of Appeals. He commented that this was the first time that he has attended a meeting such as this which garnered such positive adjacent neighbor support.

DAIRY BARN and EQUIPMENT BARN CONSTRUCTION UPDATES

Mr. McKay reported that a meeting was held with the Architect, Structural, and Electrical Engineers this past Tuesday, with a goal of going out to bid during the first week in March. He noted that groundbreaking would most likely be targeted for June. He explained that both projects were being bid together and this timeline would allow for a four-to-five week bid process, two-week bid review, coordination and request for Council's approval, contract signing, and mobilization.

Mr. Elwert pointed out that Auch was going to manage the project, and commented that they are usually fairly tight with their schedule.

Mr. McKay reviewed funding questions, noting that estimates for the Dairy Barn are currently coming in dramatically lower than was expected, while the Equipment Barn estimates are once again trending higher. He commented that the project is at that uncomfortable stage where it must be bid out to see where the bids come in.

Ms. Morita stated that she would like to ensure that the funding will be available to get the projects finished with the Museum providing 25 percent of the funding for the Equipment Barn. She requested Mr. Snyder check the current funding status and confirm.

Mr. McKay noted that there were items within the Equipment Barn project that could be eliminated or done in an alternate manner to reduce the numbers if it is found they come in high.

Ms. Morita suggested that this would be a good time in the local economy to reach out for additional donations if needed.

Mr. McKay discussed the Dairy Barn and Equipment Barn project timeline and stated that completion for the holiday season was an optimistic goal; however, February could be a good target considering a little extra time built in for weather delays and moving things back in to the Dairy Barn.

Ms. Morita requested an updated timeline be sent out to the Board.

Mr. McKay responded that he sent a proposed timeline to Architect Jackie Hoist and requested that she present this timeline to all parties involved to convey an understanding of what the Museum wants to strive for.

Ms. Morita requested an update on how the indigenous exhibit was progressing.

Mr. McKay responded that the panels were being proofread. He explained that it is interesting to hear the differing viewpoints of the Native Americans that are offering help with exhibit development. He mentioned that Eric Hemmingway, a spokesperson for the Odawa Nation, will be presenting a talk on March 28 on Native Americans and the misperceptions of Native Americans in Michigan.

DISCUSSION AND REVIEW OF UPDATING THE 2014 ROCHESTER HILLS MUSEUM PRESERVATION AND OPERATIONS MASTER PLAN

Mr. McKay stated that 2014 was the last time that the Museum undertook an update of its Preservation Adaptive Use Plan. He noted that at that time, the Calf Barn project was just underway, the Schoolhouse was donated to the Museum by Rochester Community Schools, and the Equipment Barn was being planned as the next project. He stated that the Museum is undertaking the next step and wants its strategic plan to be more robust going forward. He explained that the plan should address resources and staffing needed for programs.

He asked the Board Members to provide input on what the Museum will need going forward as a local history museum to encourage people to identify the Museum as an integral part of the community. He added that the Plan will be undertaken in conjunction with the upcoming update of the Parks and Recreation Master Plan. He noted that the State of Michigan requires communities receiving State funding for parks to update their Parks and Recreation Master Plans every five years. He commented that it is hoped that the Museum's Plan could dovetail or become an addendum to the Parks and Recreation Master Plan.

Mr. Elwert stated that the City undertakes a very robust public input process during their update and will incorporate Board comments in the historic components of the surveys, focus groups, and public input process for the Parks Master Plan.

The following topics were suggested by the Board for inclusion in the discussion:

- How to encourage more schools districts and wider student age ranges to take advantage of Museum programs; including what an increase would mean for staffing requirements.

- *Incorporating contemporary culture with its historic origins. Concepts of diversity, personal passions and what the community sees as its future.*
- *What themes that the Museum is not touching on historically; whether the Museum is doing too much of one thing and not enough of another.*
- *Whether Museum accreditation should be pursued. During previous accreditation discussions, the Museum was found to not meet several criteria used to gauge accreditation eligibility, including staffing for more open hours, archive management, and security. How accreditation would affect grant eligibility or museum credibility with donors.*
- *Now that the buildings and structures will be in place, how to focus on the experience. What the flow of the buildings should be, how active and passive visitors will utilize the grounds.*
- *Whether a Big Barn project should include a kitchen facility that would allow for nutrition programs and allow for use by food service preparers and caterers providing food for events.*
- *How to recreate the milk production process as it was in the 1900s.*
- *How volunteer docents could be used to help increase the number of open hours. Whether there are enough drop-ins to warrant developing a docent-type format.*

Discussion ensued regarding the concept of a kitchen facility. A question was raised whether it would move the facility to become more of a convention-like venue competing with local businesses rather than focusing on staying a museum. It was discussed that the intent was not to suggest a commercial restaurant-style kitchen but a prep space for caterers to use to prepare food safely.

Additional items included:

- *Demonstrations and activities that are not in the community now. Quilting and storytelling were mentioned.*
- *Endowments, suggesting combining endowment funds into one single endowment while keeping allocations for those items such as speakers or the schoolhouse accounted for within a single endowment fund.*
- *Membership options to increase numbers, including the possibility of an endowment-type membership or a pairing with another entity such as the Older Persons' Commission or RARA for a "passport-type" membership.*
- *Program planning. It was mentioned that much Outdoor Engagement programming is planned a year in advance.*
- *Suggestions for a dedicated millage opportunity were not supported by the*

Board at this time. It was also noted that a dedicated millage would need voter approval for funds to be used for any other use that was not specified as a part of the original millage.

- A push toward securing a stable funding source for continued upkeep and maintenance of facilities was deemed important. Planning for the eventual expenditures over the next 10, 15 or 20 years should be incorporated into the update.

- Discussion included how a permanent trust of a significant amount could generate funds annually toward maintenance without touching the principal.

- The relationship with the City of Rochester and local business members needs to be strengthened.

Mr. Elwert noted that this was a great discussion to begin with and would be taking the comments back to incorporate into the Parks and Recreation Master Plan update.

Mr. McKay noted that a summary of the discussion will be presented at the May meeting in a draft Master Plan.

BROOMFIELD LEADERSHIP EVENT

Mr. McKay noted that he distributed a list of previous speakers for the Broomfield Leadership event.

Vice Chairperson Wiggins reported that the subcommittee met in early January with Ms. Fitzpatrick, Mr. McKay, and Ms. Willett, and discussed putting a list together of speakers who would be more likely to agree to incorporate this event into their schedule. She noted that an invitation has been extended to the Director of the Detroit Institute of Arts and they were awaiting his answer. She noted that they hoped that once the DIA millage push was over he would be able to commit. She added that there were two or three individuals that were thought to be a backup option should he not be available.

Mr. Snyder mentioned that City Clerk Tina Barton has a connection with the head of the Detroit Symphony Orchestra, and Clerk Barton works with her on programs educating and empowering at-risk youth in Detroit. He noted that she was a point of contact and could be considered.

Dr. Fite mentioned that the subcommittee discussed promotion of the event and the possibility of promoting it through cooperation with the Rochester Hills Public Library.

Mr. McKay added that the Paint Creek Center for the Arts could also be considered a logical collaborator if the DIA is involved.

Dr. Sellick questioned whether there has been any recent contact with the Broomfield family.

Mr. McKay stated that there has not been much contact of late beyond providing the Museum's Annual Report. He noted that another family member has moved into the Broomfield house, and there has not been any discussion regarding the archival material.

ELECTION OF OFFICERS FOR 2020

2020-0055 Nomination and Election of Chairperson for 2020

Attachments: [Chair resolution.pdf](#)

Vice Chairperson Wiggins nominated James Mallon to continue as Chairperson. She noted that he attends every meeting, almost every function and event, and is active in meetings held outside of the general Board meetings. She stated that he does a great job.

Chairperson Mallon stated that he would be happy to continue in the position.

A motion was made by Wiggins, seconded by Heather Sellick, that this matter be Approved. The motion carried by the following vote:

Aye 7 - Fite, Mallon, Morita, Rogers, Heather Sellick, Snyder and Wiggins

Absent 2 - Barnett and Pixley

Resolved, that the Rochester Hills Museum Foundation appoints James Mallon as Chairperson for 2020.

2020-0056 Nomination and Election of Vice Chairperson for 2020

Attachments: [Vice Chair resolution.pdf](#)

Dr. Sellick nominated Suzanne Wiggins to continue as Vice Chairperson, noting that she brings much expertise from other areas.

A motion was made by Heather Sellick, seconded by Rogers, that this matter be Approved. The motion carried by the following vote:

Aye 7 - Fite, Mallon, Morita, Rogers, Heather Sellick, Snyder and Wiggins

Absent 2 - Barnett and Pixley

Resolved, that the Rochester Hills Museum Foundation appoints Suzanne Wiggins as Vice Chairperson for 2020.

2020-0057 Nomination and Election of Secretary for 2020

Attachments: [Secretary resolution.pdf](#)

Vice Chairperson Wiggins nominated Katharine Rogers for the position of Board Secretary, noting that before there was a formal Museum Foundation Board, she served in that capacity for many years. She added that her love for the Museum and the community makes her a very good Secretary to the Board.

A motion was made by Wiggins, seconded by Heather Sellick, that this matter be Approved. The motion carried by the following vote:

Aye 7 - Fite, Mallon, Morita, Rogers, Heather Sellick, Snyder and Wiggins

Absent 2 - Barnett and Pixley

Resolved, that the Rochester Hills Museum Foundation appoints Katharine Rogers as Secretary for 2020.

ANY OTHER BUSINESS

None.

UPCOMING EVENTS

- *Friday nights in February - Film Festival*
- *Friday nights in March - Cabin Fever Lecture Series*

NEXT MEETING DATE

Friday, May 15, 2020 - 7:30 a.m.

ADJOURNMENT

There being no further business to discuss, Chairperson Mallon adjourned the meeting at 8:54 a.m.

Minutes prepared by Mary Jo Pachla.

Minutes were approved as presented/amended at the August 21, 2020 Museum Foundation Board Meeting.

James Mallon, Chairperson