

**LINCOLN EXHIBITS COMMITTEE**  
**Urbana Free Library, Conference Room**  
**210 W. Green St., Urbana**  
**Tuesday, September 2, 2008, 4:30 p.m.**

**Call to Order**

The meeting of the Lincoln Exhibits Committee was convened at 4:30 p.m. by Barbara Wysocki, Committee Chair.

**Roll Call**

Committee members present: Barbara Wysocki, Ray Cunningham, John Hoffman, Vern Zehr, Kay Grabow. Also present: Cheryl Kennedy and Barb Garvey of the Early American Museum and Heather Tucker, Communication Specialist for the IMLS grant.

**Approval of the Agenda/Addendum**

Motion by Ray Cunningham, second by Vern Zehr. Barb Wysocki noted that Heather Tucker would be making remarks about her role within the grant under New Business. Motion carried.

**Motion to Approve August 5, 2008 Minutes**

Motion by John Hoffman, second by Vern Zehr. Motion carried.

**Public Participation**

There was no public participation. Barb Wysocki read a thank you for the Lincoln DVDs that the committee received from the Cunningham Children's Home.

**Old Business**

*Report on meeting re courthouse space*

Barb Wysocki reported that a meeting was held on the courthouse foyer adjoining the exhibit and that it resulted in a suggestion that sliding panels be installed to resolve the concerns. The group felt it was important that this division not be permanent to allow for multi-use, specifically use as lecture/program/presentation space.

*Report on meeting with Taylor Studios*

Cheryl reported that Barb Wysocki and District staff met with Taylor Studios to discuss the details of the IMLS grant, the proposed timeline, and funds available. Eric Thompson proposed two options for the committee to consider: developing the contract for design, fabrication and installation at \$116,500 or developing a contract defining the total at \$150,000 to ensure that the public would benefit from the grant total. This would mean that the committee would need to raise additional funds to cover the design phase. In this case, the contract would be written to allow for adjustments in case the funds are not realized. Kay encouraged the committee to consider staging the project to allow for a second phase if needed. Ray Cunningham moved that the committee authorize Taylor Studios to draft a contract at the \$150,000 amount, second by John Hoffman. Motion carried.

Barb Wysocki noted that the committee many need to meet more frequently in the coming months to provide the feedback and approval that will allow design and fabrication to move forward in a timely fashion. It was suggested the committee consider the 1st and 3rd Tuesdays of the month as possible meeting times. The committee is still subject to the public meetings act so these meetings will have to be planned rather than last minute decisions.

#### *Update on Fundraising*

Cheryl noted that potential funders would be much more receptive to requests for support when they could visualize the project through the conceptual designs developed by Taylor Studios. Mary Ellen is still working on a number of grants to support both the courthouse and the museum exhibits and Cheryl has been in contact with a couple CCFPD Foundation board members about help making contact with potential donors. Cheryl stressed fundraising for both exhibits would be ongoing throughout the project.

#### **New Business**

##### *Grant Evaluation Goals*

Heather Tucker noted that the first step of any project is to identify the audience. She plans to begin with two focus groups: teachers and women between 30 and 50 with children in the home. She wants to identify their expectations and what they feel is important for their children to take away from their visit to the courthouse. What kind of things are going to interest their children? Heather noted that this will offer good information to Taylor Studios as they begin as well. Once this information is in place, Heather will begin to develop the evaluation plan, the tools to gather the information and the marketing plan.

#### **Next Meeting**

The next regularly scheduled meeting of the Lincoln Exhibits Committee is Tuesday, October 7, 2008.

#### **Adjournment**

The meeting was adjourned. Motion by Vern Zehr, second by Ray Cunningham. Motion carried.