



CHAMPAIGN COUNTY COMMITTEE AGENDA

LINCOLN EXHIBITS COMMITTEE
Urbana Free Library, Conference Room
210 W. Green St., Urbana
Tuesday, March 3, 2009 – 4:30 p.m.

CHAIR: Barbara Wysocki

MEMBERS: Raymond Cunningham, Kay Grabow, John Hoffmann,
Kent Tucker, Anke Voss, Vern Zehr

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V. <u>Public Participation</u>	
VI. <u>Old Business</u> a. Budget Review b. Donor Recognition c. Funding Ideas	
VII. <u>Other Business</u> a. Approval of Evaluation/Promotion Plan	
VIII. <u>Next Meeting: April 7, 2009, 4:30 p.m. at Urbana Free Library Conference Room</u>	
IX. <u>Adjournment</u>	

LINCOLN EXHIBITS COMMITTEE
Urbana Free Library, Conference Room
210 W. Green St., Urbana
Tuesday, February 17, 2009

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, Vern Zehr, Kent Tucker, Anke Voss, Kay Grabow, Ray Cunningham. Also present: Cheryl Kennedy, Barb Garvey and Mary Ellen Wuellner of the Early American Museum, Heather Tucker, Communication Specialist for the IMLS grant and Denny Inman, Champaign County Administrator.

Approval of the Agenda/Addendum

Motion by Kent Tucker, second by Vern Zehr. Motion carried.

Approval of January 7 and January 13, 2009 Minutes

Motion by Kent Tucker, second by Vern Zehr. Motion carried.

Public Participation

There was no public participation.

Old Business

Evaluation/Promotional Plan

Heather Tucker distributed an outline of the proposed plan. Evaluation opportunities include the use of a comment cards, surveys, interviews, focus groups, and through observation. The last form of evaluation - observation - would require the use of a trained observer to document how much time people spend in each area; are they reading the panels; are they looking at the objects; are they listening to the entire presentation in the object theater.

Denny is exploring the cost of a people counter to determine how many visitors enter the exhibit. The counter will provide a quantitative evaluation to complement the qualitative information gathered through the other forms of evaluation. We still need to seek permission to involve jury pools and courthouse staff in the development of information on the exhibit plan/purpose and ways they can help us evaluate its progress and potential success.

A presentation board with sketches of the exhibit is ready to be placed in the exhibit area and Barb Wysocki handed out copies of a fundraising letter she has amended and a new donor reply card that includes a sketch of the exhibit opening. These will be placed at the display along with a comment card.

Final Design from Taylor Studios

The Committee reviewed the new design book, proposed narrative, label content, budget and bid assumptions. Construction components were discussed at length, including questions/concerns

that need to be reviewed with Taylor Studios. Committee members were asked to take time to review these materials in more detail with discussion to follow through email. The deadline for final design approval and comments/concerns is February 27th.

Funding Issues

Grant Status - Mary Ellen reported that the budget shortfall has not changed and that grant applications for both the courthouse and the museum exhibits and related activities have been denied over the past months.

New Options and Opportunities - The Committee suggested a review of formerly proposed levels of recognition and prospective donors at the March meeting. Committee members felt it important to be able to provide prospective donors with these details.

Other Business

Next Meeting

The next meeting of the Lincoln Exhibits Committee is Tuesday, March 3, 2009 at 4:30 p.m. at the Urbana Free Library Conference Room.

Adjournment

The meeting was adjourned. Motion by Kent Tucker, second by Ray Cunningham. Motion carried.