

**MINUTES**  
**ABRAHAM LINCOLN PRESIDENTIAL LIBRARY AND MUSEUM**  
**BOARD OF TRUSTEES' MEETINGS**

January 20, 2020  
9:30 am

**DRAFT**

**PRESENT**

Trustees

Ray LaHood, Chair

Steve Beckett

Joan Brodsky

Jessica Harris

Kathryn Harris

Gary Johnson

Melinda Spitzer Johnston

Jason Lesniewicz (absent)

Dan Monroe

Martin Sandoval

Eunice Santos

Guests

Erin Mast, ALPLF President and Chief Executive Officer

Andrew Lee, Isaacson Miller

Jeff Kessner, Isaacson Miller

Staff

Melissa Coultas, Acting Executive Director, Chief of Staff

Toby Trimmer, Chief Operating Officer

Dave Kelm, General Counsel, Ethics Officer, FOIA Officer

Hannah Ross, Executive Assistant

Lisa Horsley, Director of Library Services

## **Consent Items**

Minutes from the December 16, 2020, Public Meeting.

*Trustee Steve Beckett made a motion to approve the minutes of the December 16, 2020, public meeting. Trustee Dan Monroe seconded the motion. The minutes were unanimously approved.*

## **Public Comment**

### **Chairman Report**

Chairman LaHood reported that Andy Lee and Jeff Kessner join our meeting today to explain our next steps in moving forward with our Executive Director selection. Chairman LaHood also thanked the new ALPLF CEO, Erin Mast, for joining our meeting and voiced how grateful he and the ALPLM board is for Erin accepting this role and looking forward to working with her.

There will be a two-step process as we advance with the Executive Director search. The first step is arranging meetings with ALPLM senior management team with each finalist at the ALPLM. The next step would be to have a 60 min. meeting with the board where the finalist would be given prompts and present a PowerPoint presentation. After the presentation, there will be an open forum with a back and forth discussion between the finalist and the group. Any board member who would like to be there in person for the presentations is welcome or can participate virtually. The hope is after these two steps, the board will have enough information to decide on the next ALPLM Executive Director.

The search firm has already started references on each finalist and invite the board to consider having the finalist speak with Mast since the positions will work closely together. The search team will begin scheduling meetings with senior staff to get the first step started expeditiously.

### **Executive Director Report**

The board was provided a lengthy written report this month. An update to discuss is that the ALPLM will be reopening this Monday, January 25. There is no staff in the building today due to security concerns with the inauguration, but they will be returning tomorrow to prepare for reopening.

We are looking forward to having patrons return.

### **Chief Operating Officer Report**

The ALPLM is statutorily obligated to provide an Annual Report to the general assembly and Governor's office each year. Communications Director Chris Wills created our annual report and provided it in this month's board packet.

CFO Brett Cox is working feverously on a fiscal plan for the upcoming year, and one way we have been able to cut some costs is by investing in automatic temperature control kiosks.

### **Chief Legal Officer**

At our February board meeting next month, we will be reviewing closed session minutes from the past six months and determining if those need to remain closed or not.

### **New Business**

#### *Approval of Collections Policy*

The ALPLM collections committee, made up of staff members, worked with all stakeholders, ALA, and AMM to create the new collections policy. The old collections policy was developed in 1987 before the ALPLM was created and based only on library and paper-based materials. The new policy is museum and library focused, uses best practices, and aligns with AAM standards, hopefully leading the ALPLM to future accreditation. This new policy also covers significant checks on our materials' outside access and still requires board approval for loans. Trustee Johnson sat on the AAM accreditation and reaccreditation task force and strongly supported this policy and the way it is written.

*Trustee Kathryn Harris made the motion to approve the collections policy. Trustee Jessica Harris seconded the motion. The collections policy was unanimously approved.*

#### *Approval of Executive Mansion Loan Extension*

The ALPLM has six paintings and one sofa on loan to the Governor's mansion that will expire on February 20, 2021. DNR requested the loan for these paintings and sofa be renewed for two years, but that would go against the ALPLM's loan policy, which states loans can be renewed in 6-month increments. The loan committee met and suggested that the board approves a 6-month extension of this loan to the Executive Mansion.

*Trustee Steve Beckett made the motion to approve a 6-month loan extension to the Executive Mansion. Trustee Martin Sandoval seconded the motion. The six-month loan extension was unanimously approved*

#### *Approval of the 2021 Board Meeting dates*

According to the Open Meetings Act, the board must approve the 2021 meetings. The meetings will be held every 3rd Wednesday of each month.

*Trustee Kathryn Harris made the motion to approve the 2021 board meeting dates. Trustee Dan Monroe seconded the motion. The 2021 board meeting dates were unanimously approved.*

#### *Foundation Update*

The foundation is thrilled to be honoring Mr. Gary Sinise as their 2021 Lincoln Leadership recipient. The event will be held virtually this year on April 13, 2021.

The foundation is also delighted to support the No Malice project with the ALPLM. This project is a part of the IDHS healing Illinois initiative. The foundation is grateful for the partnership between Rodger and Chaz Ebert Foundation and the Chicago Community Trust's support on this project.

*The meeting adjourned at 9:56am*