

City of Naperville

*400 S. Eagle Street
Naperville, IL 60540*



Naperville

Meeting Minutes - Draft

Friday, February 5, 2021

8:00 AM

On Zoom Due to COVID-19

Naper Settlement Museum Board

CITY OF NAPERVILLE PUBLIC MEETINGS UPDATE:

On Friday, June 12, 2020, an amendment to the Open Meetings Act was signed into law. This new law replaces the gubernatorial executive order concerning the Open Meetings Act and allows public bodies to temporarily conduct meetings remotely during a state of emergency, subject to certain requirements, including a determination by the head of the public body that an in-person meeting is not practical or prudent.

Pursuant to Section 120/7(e) of the Illinois Open Meetings Act, the continuation of the Governor's disaster proclamation, and Mayor Chirico's executive order determining that in-person public meetings are not currently practical or prudent because of the Covid-19 pandemic, we are holding the February 5, 2021 Naper Settlement Museum Board meeting remotely.

TO JOIN A MEETING: The meeting will be conducted using the Zoom Video Conferencing. You do not need to download any software or create an account to participate.

To login on your computer or iPad:

Click the link to join the webinar, the password is provided on this agenda. Once connected, if you choose to speak, click the "Raise Hand" button at the bottom of Zoom screen and wait for the Chairman to recognize you. When it is your turn to speak, you will be unmuted. There will be a few second delay after you are unmuted until your mic will be live. Please identify yourself for the public record and speak clearly.

To login on your phone:

For iPhones, use the iPhone one-tap number provided on this agenda.

For telephones, dial one of the numbers provided and join the meeting by using meeting ID and password provided on this agenda.

Once connected to the meeting, press *9 to "raise your hand" and wait for the Chairman to recognize you. When it is your turn to speak, you will be unmuted. There will be a few second delay after you are unmuted until your mic will be live. Please identify yourself for the public record and speak clearly.

PARTICIPATION GUIDELINES: All viewpoints are welcome. Positive comments and constructive criticism are encouraged. Speakers must refrain from harassing or directing threats or personal attacks at Commissioners, staff, other speakers or members of the public. Comments made to intentionally disrupt the meeting may be managed as necessary to maintain appropriate decorum and allow for city business to be accomplished.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://zoom.us/j/99650281109?pwd=Z2w0d0tnZHkeEJ2MUFSWEJ5R2FSQT09>
Passcode: 185715

Or iPhone one-tap:

+13126266799,,99650281109#,,,*185715# US (Chicago)
+19292056099,,99650281109#,,,*185715# US (New York)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):
US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 996 5028 1109

Passcode: 185715

International numbers available: <https://zoom.us/u/adUDPACBIW>

A. CALL TO ORDER:

Mayor Chirico called the meeting to order at 8:00 AM.

B. ROLL CALL:

Also Present: Kim Grazulis, Administrative Specialist; Harriet Pistorio, Chief Operating Officer; Macarena Tamayo-Calabrese, President & CEO; Donna

Sack, Vice President & Chief Program Officer; Jeanne Schultz Angel, Director of Learning Experiences and Historical Resources
Jaya Punwani, Student Representative; Erin Lotchfeld, Student Representative

Present 7 - Steve Chirico, Paul Hinterlong, Len Monson, Greg Waite, Bridget Kozlowski, Al Zucco, and Lee Quillinan
Absent 1 - John Koranda

C. PUBLIC FORUM:

There were no comments in the public forum.

Mayor Chirico acknowledged the passing of David Wentz, who had served on the Naper Settlement Museum Board, and held a moment of silence in his honor.

D. OLD BUSINESS:

- 1 Receive an update on the water damage in the Pre-Emption House and the *Brushstrokes* exhibit.

Harriet Pistorio explained that the City's insurance carrier will cover all costs needed to repair the lower level of the Pre-Emption house minus \$74,000. However, once the repairs have been completed, staff will be able to approach the insurance company for a reimbursement if the costs end up being more than what was awarded.

- 2 Receive an update on Naper Settlement's virtual field trip programs.

Sack gave background on the distance learning programs that were developed between October and December of 2020. While adapting existing field trips to the digital format, staff also updated the content of a few of the programs, including the Underground Railroad program, which added the story of an actual freedom-seeker from Chicagoland, and the Living History program, which added narratives from the Native Americans who lived in this area. Teachers were involved in the creation of these programs at every step to ensure that they deliver what educators need and want. Sack then introduced Jeanne Schultz-Angel, Director of Learning Experiences and Historical Research.

Schultz-Angel shared a PowerPoint presentation that walked through a summary of how the virtual field trips were built, gave an overview of the programs and background on Night Kitchen Interactive, the vendor that had partnered with Naper Settlement on the digital components. Schultz-Angel acknowledged the staff, subject matter experts and audience evaluators involved with the project. She shared how the programs are laid out in Google

Classroom and explained that the full field trips take multiple hours, with a combination of synchronous and asynchronous activities. She showed examples of some of these activities such as a photo album of Potawatomi materials with writing prompts, 360° interactive photos, and videos showing museum educators and other actors playing roles as part of the programs. She explained that these field trips differ from what other museums are offering -- they are not simply passive tours, but more of a classroom experience that teachers can integrate into existing history curriculum. Sack added that staff intend to nominate these digital programs for a number of awards later in 2021.

Schultz Angel shared that 43 classes have booked programs so far. A few classes have already completed virtual field trips and staff have received great feedback from those teachers.

Mayor Chirico congratulated the staff and shared that he was very impressed with the innovation and creativity behind these programs; he asked how staff thought keeping these digital programs around after the pandemic would affect the site. Sack said that research has shown that people still want to visit physical places like museums after experiencing them online.

3 Receive an update on grants.

Macarena Tamayo-Calabrese gave an overview of the grants that staff applied for in 2020. In total, Naper Settlement received a little over a million dollars in grant awards in 2020. She also summarized the grant programs from previous years that are ongoing. She is still waiting on a decision from the Department of Commerce and Economic Opportunity's Rebuild Illinois program; this grant request is for approximately \$750k in funding for Innovation Gateway.

E. NEW BUSINESS:

1 Receive information on a memorial tree for David Wentz.

Harriet Pistorio shared that staff have identified a tree near the Murray House that will be dedicated in Dave Wentz's memory. She and Tamayo-Calabrese have been in touch with Wentz's family and will be organizing a dedication event for the spring.

2 Receive updates on the Naper Settlement PUD and the construction timeline for campus expansion, including the Planning and Zoning Commission's recommendation to City Council

Harriet Pistorio summarized that on January 6, 2021, the Planning and Zoning Commission unanimously approved the variances in Naper Settlement's PUD and made that recommendation to City Council. Council will vote on the PUD at their meeting on 2/16. Once these approvals are in place, staff can begin taking other steps towards construction in hopes of breaking ground in the fall of 2021.

A discussion was had about a few of the public comments that were made at the Planning and Zoning Commission meeting.

F. REPORTS:

- 1 Receive and approve the minutes from the November 6, 2020 Naper Settlement Museum Board meeting.

Attachments: [MeetingMinutes01-Feb-2021-12-29-53](#)

The minutes from the November 6, 2020 NSMB meeting were approved with a motion by Paul Hinterlong, seconded by Al Zucco.

Aye: 7 - Chirico, Hinterlong, Monson, Waite, Kozlowski, Zucco, and Quillinan

Absent: 1 - Koranda

- 2 Receive and approve the financial report as of December 31, 2020.

Attachments: [Dec 2020 Financials](#)

Harriet Pistorio presented the financial report. Naper Settlement is waiting for a tax support payment from the City. She explained how staff revised the CY2020 budget due to COVID and still managed to bring in \$92,000 in revenue, mostly from school programming, in 2020. She explained how funding for building maintenance and repairs was divided among different lines of the budget.

The December 2020 financials were approved with a motion by Paul Hinterlong, seconded by Bridget Kozlowski.

Aye: 7 - Chirico, Hinterlong, Monson, Waite, Kozlowski, Zucco, and Quillinan

Absent: 1 - Koranda

- 3 Receive the CY20 Attendance and Demographics Report

Attachments: [CY20 attendance Report](#)

Harriet Pistorio presented the CY20 Attendance and Demographics report, citing that attendance was very low due to the pandemic. She added that future reports will have more detailed information, including a more precise breakdown of the percentage of visitors who are Naperville residents, thanks to the new Altru software that was implemented in 2020.

4 Receive the 2021 Events calendar.

Attachments: [2021 Special Events Calendar - Staff](#)

Harriet Pistorio presented the Special Events calendar that was approved by City Council. She highlighted a few events that were moved from May to later in the year due to the pandemic. A discussion was had about using local vendors when possible at events like the Naperville Food Truck Fest.

G. ADJOURNMENT:

A motion to adjourn the meeting was made by Paul Hinterlong, seconded by Lee Quillinan. Motion carried 7-0. The meeting was adjourned at 8:55 AM.

Aye: 7 - Chirico, Hinterlong, Monson, Waite, Kozlowski, Zucco, and Quillinan

Absent: 1 - Koranda