

Besser Museum for Northeast Michigan
Executive Director Report for Board of Trustees Meeting
JUNE 2023

NEW HISTORY EXHIBIT:

For the convenience of the Board, I will keep the Project Schedule posted at the beginning of the Executive Director Report until the project is complete.

Project Timeline: Project Schedule provided by Split Rock Design

Project Schedule
Subject to change
Schedule based on a signed contract by Feb 27th, 2023

Kick-off Meeting		March 8-9 th , 2023
SRS provides meeting notes (Project Brief)		Two weeks after presentation
SCHEMATIC DESIGN PHASE	Completed	March 8 – May 1, 2023
Schematic Design I Presentation	Completed	Week of May 8, 2023
Client provides consolidated written comments	Completed	Two weeks after presentation
Schematic Design II Presentation		Week of July 10, 2023
Client provides written comments, approval to proceed		Two weeks after presentation
DESIGN DEVELOPMENT PHASE		Oct. 1, 2023 – Jan. 22, 2024
Design Development I Presentation		Week of October 9, 2023
Client provides consolidated written comments		Two weeks after presentation
Design Development II Presentation		Week of January 22, 2024
Client provides written comments, approval to proceed		Two weeks after presentation
PRODUCTION AND INSTALLATION PHASE		Jan. 22 – Nov. 22, 2024
Pre-Production		January 22 – April 12, 2024
Client approves all graphic files for production		April 19, 2024
Production		April 19 – November 8, 2024
Production Review Meeting/s at SRS		TBD
Installation		Nov. 11 – Nov. 22, 2024

*All deliverable dates are dependent on the timely return of client feedback and completion of prerequisite deliverables.

**Project Schedule is subject to change based on modifications to scope of work.

Next Steps: Phase 1:

1. Phase 1 of the renovation project which includes the removal of the ceiling and drywalling of the room was awarded to Meridian Construction. The work will begin in July. This project must be completed by September 30, 2023, for the MEDC/MACC grant funding.

Split Rock Studios: There will be a virtual meeting on **Tuesday, September 5th from 1pm – 3pm** to review schematic design 2. Everyone will receive an invitation to join virtual.

To achieve everything that we envisioned for the new exhibit, the project budget will be \$1.8 million – a **\$300,000** increase. SRS will proceed to design the exhibit within a \$1.3 million dollar budget. The other \$500,000 in the original \$1.5 million dollar budget is for Cornerstone Architects and the general contractors that will be building the walls and doing the electrical.

Cornerstone Architects will be submitting a proposal for Phase 2 of the exhibit project after October 2023. Cornerstone Architects cannot do anything until Design Development 2 is complete and the Besser Museum has approved the plans.

Fundraising Efforts to Date:

Current Funds:

Funds at Nicolet Bank	\$146,524 (\$35,000 payment to SRS was made in May)
Funds at CFNEM	\$141,706
Pledges through CFNEM	\$ 79,900 (3-year installments thru 2024)
Granum Fund at CFNEM	\$ 38,672
Anonymous Donor CFNEM	\$ 50,000
Grants (2023)	\$ 97,172
Besser Foundation Grant	\$400,000
Cook Family Fund	<u>\$200,000</u> (a \$34,802 donation was made in June 2023 which is reflected in the June financial statement of \$181,238)
Total	\$1,153,974

Request for Proposal for Line of Credit has been sent to Nicolet Bank and Wolverine Credit Union. Nicolet Bank is comfortable with offering a \$250,000 line of credit. Interest rate has not been discussed as of yet. Wolverine Credit Union has not responded yet.

FUNDING STRATEGY:

Grant Opportunities being pursued:

1. **MACC FY 2023 Capital Improvement grant:** FY 2023 grant - \$100,000 was submitted June 1. We will also be able to apply for the MACC FY2024 grant next June.
2. **Alpena County Youth and Rec and Older Persons grant FY 2024:** We will apply for the final phase of the exhibit project.

Fundraiser:

1. Once the museum receives the final design for the new exhibit, a fundraising event will be planned at the Besser Museum. This should be around January 2024.

- a. There are several businesses, credit unions, museum members, etc., that have not yet donated to the new exhibit. Once the final design has been approved, Split Rock Studios will help with promotional materials to create fundraising literature.
- b. We also need to look at our CFNEM endowments to see what funds are available.

BUILDING PROJECTS:

MUSEUM EXTERIOR:

Roof Repairs: Looking into the possibility of installing a green roof system was discussed at the June Board meeting. I emailed Mike Schultz at Timm Construction to find out more information. Mike will be contacting me sometime in July to discuss this possibility. Timm Construction installed a green roof at NOAA. NOAA's project was engineered for plants and people. Mike stated that they worked with Live Roof from southwest Michigan, and they were great to work with.

Meridian Construction:

1. **Chinook Project:** Meridian will be constructing the structure over the Chinook this summer.
2. **Exhibit Gallery Renovation:** Meridian will be removing the ceiling, hanging the drywall, and building the new wall into the Avenue of Shops in preparation of the installation of the new exhibit.

PLANETARIUM / EDUCATION DEPARTMENT:

1. John Heath is running the planetarium programs on Friday, Saturday, and Monday. Matt and I are running the programs on the other days of week.
2. June admissions were 919 for the museum with 392 going to the planetarium.
3. July has seen pretty steady attendance in the planetarium with visitors at each of the 4 daily shows. So far in July there have been 646 visitors to the museum with 327 going to the planetarium. Thursday, July 6 was very busy with 162 visitors and 97 in the planetarium. It was a \$1,016 day.

MISCELLANEOUS:

We hosted approximately 250 people on Log Cabin Day, Saturday, June 24th 12pm – 2pm. 110 of the visitors purchased planetarium tickets. Everyone who attended had a great time. It was a \$1,768 day.

August 12th Opening Exhibits: Juried Art Exhibit, Diane English Solo Exhibit, Alpena News 125th Anniversary Exhibit.