

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: Besser Museum responded to the first Schematic Design presented by SRS in May. After receiving Besser Museum’s response, I met with SRS Project Manager and Sales Representative on June 6th to discuss the scope of the project and budget. I also met with SRS exhibit designers on June 8th to go over the changes to the design.

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 after the Design Development 1 Presentation.

Fundraising Efforts to Date:

Current Funds:

Funds at Nicolet Bank	\$146,524 (total changed due to a \$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> (possible installments thru 2024)

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. **Michigan Humanities:** Unfortunately, Besser Museum was not awarded the Great Michigan Stories grant. However, we were told we had a strong application and to apply for the Michigan Humanities grant in the fall.
2. **MACC FY 2023 Capital Improvement grant:** FY 2023 grant - \$100,000 was submitted June 1.
 - a. We will also be able to apply for the MACC FY2024 grant next June.
3. **MEDC RAP 2** grant opportunity is being researched to see if the Besser Museum qualifies for this opportunity. The grant application is due June 30th. (We could apply for funding for the exhibit renovation project and a new roof.)
4. **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. A flyer with the final design will also be developed and mailed.
 - b. We also need to look at our CFNEM endowments and see what funds are available.

BUILDING PROJECTS:

MUSEUM EXTERIOR:

Roof Repairs: Mike Beaulac spoke with Mike Schultz from Timm Construction about the roof. The roof is almost at the age that it needs to be replaced. We are considering options to either spend the \$14,000 to create trenches and get the standing water off the roof. Or wait and see if we can't find funding to replace the entire roof. Timm's is conducting a test on the roof to make determination. We have not received the results from the core test as of yet.

Meridian Construction:

1. Meridian Construction is finishing up the last bits of the exterior project. A cover is being made for the fountain pump.
2. Curb Appeal – Front Approach: Besser Museum Staff and volunteers replanted the front landscaping.
 - a. \$900 in bushes from Netta's.
 - b. C.R. Yokey donated the topsoil for the flowerbeds.
 - c. Builders Express gave the museum a discount on the mulch.
 - d. Michelle Miller donated black flowerpots for the back patio. I planted all the flowers in the front and back of the museum.
 - e. I trimmed up the bushes and trees in the ditch between the museum and ACC and trimmed several of the tree branches so people will be able to see the museum from Johnson Street. More work needs to be done to clean up the ditch. Huron Pines will start working with the Besser Museum on eliminating buckthorn and other invasive species.
 - f. A-1 tree service is scheduled to remove three trees from the front lawn.
3. Facility Manager, Matt K., will be working on getting the grass to grow back in the front. The geese have been eating up all our seed and new growth.

HVAC/Chiller Project:

Johnson and Woods have finalized the chiller installation project. The unit appears to be working properly. Besser Museum paid Johnson and Woods their final payment and received the \$28,050 reimbursement check from our 50th Anniversary fund held at CFNME.

GREAT LAKES FISHERIES HERITAGE EXHIBIT:

Chinook: \$386,500 DNR Invasive Species Grant.

The bid for the Chinook project came in way over budget. We reached out to Todd Britton of Meridian to discuss making changes to the structure to be within budget. Todd came back with a different design for the Chinook structure at \$170,000. The design was sent to Huron Engineering who will provide sealed set of permit plans. Once we receive the new documents from Huron Engineering, we will submit them to the DNR for approval. We hope to start the construction of the building this summer.

PLANETARIUM / EUDUCATION DEPARTMENT:

1. We hosted 425 students visiting on spring field trips. This number is down from 2022 by approximately 250.
2. We hosted a few new schools: Roscommon, Pellston, and Atlanta high school.
3. 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.

MISCELLANEOUS:

Log Cabin Day is Saturday, June 24th 12pm – 2pm.

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