

Besser Museum for Northeast Michigan
Executive Director Report for Board of Trustees Meeting
April/May 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	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. Request for Bids for Phase 1 of the renovation project which includes the removal of the ceiling and drywalling of the room are due May 13th. This project must be completed by September 30, 2023, for the MEDC/MACC grant funding.
2. The room is completely dismantled.

Split Rock Studios: Split Rock Studio designer came to Alpena on May 9th to present the 1st Schematic Drawing. The meeting went very well. There were 16 committee members in attendance. The committee provided lots of good input. The next steps include each committee member responding to SRS's questionnaire. The committee will meet at the Besser Museum on Wednesday, May 17th at 9am to discuss the proposed changes to the design plan. Besser Museum is to submit the changes by May 24th.

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	\$180,199 (as of May 12, 2023)
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 \$1,187,649

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.

Grant Opportunities being pursued:

1. **PIE&G \$10,000** grant request was not approved. However, they published a very nice article about the Besser Museum with the Museum on the front cover. This magazine was mailed to all their customers around May 6th. A man from Lewiston, who had never heard about the museum, came to visit because he read about us in the magazine. He ended up buying a membership. We also received a couple from Onaway who were inspired to visit because of the article. Hopefully more will follow.
2. **Michigan Humanities:** Janet Young, Gary Goren, and I submitted the \$25,000 Great Michigan Stories grant application on May 5th. If awarded, these funds will be used to develop the research Janet Young has been conducting for the Anishinaabe of Northeast Michigan story. We should hear something by June.
3. **DTE Energy Foundation:** You have to be invited by DTE Energy Foundations to apply for a grant. I emailed DTE asking to be invited and haven't heard anything.

4. **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.)
5. **MACC FY 2023 Capital Improvement grant:** Applying for FY 2023 grant - \$100,000.

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. *(From April's report: Roofing (Timm Construction) submitted a \$14,000 proposal to repair the museum's roof. We have had an issue with standing water on the flat roof for several years now. New trenches need to be cut, and possibly lowering some of the roof drains. The last heavy April showers resulted in water leaking in through the roof into the entry way. Ceiling tiles were damaged and have been removed. Besser Museum needs to pay 50% down to get on TRC's schedule to get the roof repaired, which might not be until October. They will try to get us in sooner if possible. I propose we use the \$17,000 that is in the Infinex Money Market account.)*

Meridian Construction:

The limestone caps were placed on the flowerbeds on May 11.
The yard will be seeded next.
Doug Pratt is putting together a landscaping bid for the new front area.

HVAC/Chiller Project:

Johnson and Woods have finalized the chiller installation project. The unit appears to be working properly. Now the controls need to be adjusted to regulate the water temperature circulating through the system. Matt has contacted the company to set the controls.

GREAT LAKES FISHERIES HERITAGE EXHIBIT:

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

The bid for the Chinook project came in way over budget. We are talking to the contractors to see what can be done to bring the cost down. We will be meeting with Todd Britton to discuss our options.

PLANETARIUM / EDUCATION DEPARTMENT:

1. Field Trips are booked for May 15th through June 6th. We will host approximately ## of students from around Northeast Michigan, including schools from Pellston and Roscommon.
2. I spoke with Norbert Vance, Director of Eastern Michigan University Observatory. Norbert informed me that EMU just purchased a Digitalis planetarium system for \$100,000 with all the capabilities we would need. I will investigate this option. He also said he would look for potential candidates for a planetarium educator for us. He has a few people in mind.
3. John Heath will cover Saturday planetarium shows for the time being.

Old Mission Investment: We meet with Chris Lamb, and he is setting up Besser Museum's money market accounts. \$200,000 will be transferred from one of the accounts at Nicolet. \$100,000 will be in a money market account earning 2% and \$100,000 will be divided into two \$50,000 CDs at 4%. The new Exhibit Fund will be transferred from Nicolet into a money market. This money market funds will be available on demand as needed.