



Kidswork Children's Museum Advisory Board
May 8, 2025

1. Call to Order

- a. President Hamill called the meeting to order at 7:00 pm.

2. Roll Call

- a. B. Alderson (Village of New Lenox), N. Underwood (Executive Director), C. Hamill, P. Bradke, M. Thom, L. Brannigan, S. Machamer, A. Shalabi

3. Approval of January 16, 2025 Meeting Minutes

- a. Discussion:
 - i. Email Addresses: Discussion was had regarding email addresses. B. Alderson confirmed there are no KidsWork emails, and that everyone is to use their personal email addresses.
 - ii. Meeting time: C. Hamill asked to revisit the timing of the meetings to shift from a 6:00 PM start to 7:00 PM. Some board members expressed concern with earlier start due to work and family commitments. Meeting time will remain the same for the time being.
 - iii. Virtual meetings. The board revisited S. Burdick's motion to allow virtual meeting attendance conditional on the fact that we do not have to provide a virtual meeting option for the public who may want to attend. S. Machamer confirmed, per Open Meetings Act, that the Board is required to offer a physical space for the public but is not required to provide virtual space unless requested by a member of the public who wishes to make a comment.



- iv. Notification of Meetings:
- b. President Hamill requested a motion to approve January minutes. Brannigan made a motion. Thom seconded. Carried.

4. President's Report

- a. Meeting Information: Question was asked whether meetings need to be posted on the Village site in addition to the museum website, and B. Alderson will investigate.
- b. President Hamill shared that museum's tax returns and said that she and Jeff Hayes (accountant for KWCM) were submitting it on May 20.
- c. President Hamill asked to revisit the conversation about messaging coming from advisory board members (members offering response to social media comments in an official capacity), but the Village did not want to pursue this at this time.
- d. B. Alderson will check on whether the Friends of KidsWork bylaws have been approved.
- e. President Hamill informed the Board that Sarah Burdick, Board Secretary, stepped down from the Board as she is moving to Colorado. Her position as secretary needs to be filled. President Hamill requested a motion for S. Machamer to take over as Secretary. L. Brannigan made a motion. M. Thom seconded. Carried.

5. Museum Updates: Executive Director's Report

- a. New Exhibits Update
 - i. Outdoor Odyssey
 - 1. Thank you extended by President Hamill to B. Alderson and N. Underwood for their work on the installation of the outdoor exhibits.
 - ii. H2OZone
 - 1. Discussion was had regarding updates to the water table.
- b. Existing Exhibit Update



- i. Upgrading the current car exhibit, funded by Phillips Chevrolet, was discussed. The vendor who will be creating the car exhibit is Boss Display.
 - ii. The fire truck wall is now fully built out. Discussion was had about the functionality of the fire hose not shooting the fire. It is now just a free play shooting area for imaginative play.
 - iii. The wall in Turkey has been reinforced by a village maintenance crew.
 - iv. The overall vision is to have a capital improvement plan to track and budget for improvement and/or updates that are required to keep exhibits workable and up-to-date.
- c. Admissions
- i. President Hamill raised the idea of a physical suggestion box. Discussion of a virtual suggestion box or sending questions or suggestions to the website.
 - ii. Discussion was had regarding exhibits:
 1. Organization and Supervision: ED Underwood shared that she has staff dedicated to exhibit maintenance. She also shared that the most frequent complaint from visitors is lack of supervision by other parents. Discussion was had regarding strategies to increase supervision by adults. ED Underwood believes that the installation of the PA system will mitigate this issue. Further discussion was had regarding signage or other ways to encourage adults to powder down devices in order to actively supervise their children.
 - iii. C.L.I.M.B.
 1. C.L.I.M.B. memberships will be terminated by June 30. The memberships can be used for one calendar year after purchase. After that time, C.L.I.M.B. will cease to exist. KWCM coordinate a partnership with Oak Lawn once



C.L.I.M.B. is terminated. Other museums may join this alliance as well. ED Underwood is doing outreach to other local museums. In addition, KWCM may consider adding a membership plus option for extended family members.

- iv. Visitors and Programs
 - 1. KWCM has had 41,000 visitors since November 2024 to date.
 - 2. Camp Programs: Over 200 children are currently registered for summer camp. Camp has eight different themes that children can attend.

6. Friends of KidsWork Children's Museum

- a. President Hamill stated that it is time to start brainstorming ideas for this fundraising entity.
- b. ED Underwood shared that she will be attending a conference in New Mexico and will network specifically about fundraising opportunities.

7. Questions and/or Comments from the Public

8. Adjournment

- a. President Hamill requested a motion to adjourn. A. Shalabi made a motion. Thom second. Carried. The meeting adjourned at 8:03.



Respectfully Submitted by Dr. Sarah Machamer
July 15, 2025