



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: August 28, 2017

TO: Craig Taylor, Chair
Operations Committee

Agenda Item # 9.1

FROM: Nan Buckardt
Director of Education

RECOMMENDATION: Recommend approval of a Resolution designating hours of operation for public access to the Bess Bower Dunn Museum of Lake County.

STRATEGIC DIRECTIONS SUPPORTED: Communication, Education and Outreach;
Public Access and Connections

FINANCIAL DATA: No financial impact.

BACKGROUND: The infrastructure work to open the Bess Bower Dunn Museum of Lake County (Dunn Museum) is nearing completion. The move of the District's historic collections and the Lake County archives to Libertyville is underway and the exhibitions in the galleries are taking shape. In addition, staff is developing processes for the operation of the Dunn Museum.

Staff desires to maximize public access to both the galleries and research opportunities in the Lake County Archives created in the new location. Staff feels that this can best be accomplished by reallocating staff assignments and redistributing the hours of operation in order to provide a wide range of opportunity to visit.

The former gallery hours of operation were: 10 AM-4:30 PM Monday – Saturday and 1-4:30 PM on Sunday. The Lake County Archives had regular staff hours but members of the public were required to make an appointment to conduct research.

Recommended gallery hours for the Dunn Museum are: 10 AM – 5 PM Tuesday - Saturday and 12 PM - 5:00 PM Sunday. In addition, staff recommends that the Dunn Museum be open on the first and third Thursday evenings until 8 PM. District educators would offer programming each open Thursday evening. The Dunn Museum will be open to the public on all District holidays except: Thanksgiving, Christmas Eve, Christmas Day and New Year's Day.

Staff recommends that the Lake County Archives have regular hours available to the public, 12 PM – 4 PM Wednesday - Saturday or by appointment.

This schedule increases the hours available to the public to visit the resources of the Dunn Museum.

REVIEW BY OTHERS: Executive Director, Chief Operations Officer, Director of Finance, Superintendent of Educational Facilities, Corporate Counsel.

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION DESIGNATING HOURS OF OPERATION FOR PUBLIC ACCESS
TO THE BESS BOWER DUNN MUSEUM OF LAKE COUNTY**

WHEREAS, the Lake County Forest Preserve District (the "District") will operate the Bess Bower Dunn Museum of Lake County (the "Dunn Museum"); and

WHEREAS, it is in the best interest and serves the purposes of the District to establish hours of operation at the Dunn Museum as set forth herein;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois **THAT**:

Section 1. Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2. Hours of Operation. The Dunn Museum shall have hours of operation as set forth on Exhibit A to this Resolution. The Executive Director, or his designee, is hereby authorized to change such hours of operation as he or she deems appropriate to serve the best interests of the District.

Section 3. Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2017

AYES:

NAYS:

APPROVED this ____ day of _____, 2017

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____

EXHIBIT A

BESS BOWER DUNN MUSEUM OF LAKE COUNTY HOURS OF OPERATION

GALLERY HOURS:

Tuesday - Saturday	10:00 AM – 5:00 PM
Evenings (1 st & 3 rd Thursday's only)	5:00 PM – 8:00 PM
Sunday	12:00 PM – 5:00 PM
District Holidays,(includes Mondays): Memorial Day, Independence Day, Labor Day, Day after Thanksgiving, Martin Luther King's Birthday, Good Friday, Columbus Day, Veteran's Day	10:00 AM – 5:00 PM

ARCHIVES HOURS:

Wednesday - Saturday	12:00 PM – 4:00 PM
Or by appointment	