

Dodge County Historical Society Board of Directors Meeting Minutes March 26, 2009

Board Members Present: Sue Harwood, Julie deGroot, Scott French, Bob Peterson, Dale Morris, Vicki Peterson, Director Earlene King

Board Members Absent: John Kvasnicka, Nancy Smith

Guests: Thelma Givan, Lynette Dahms, Don Zeller, Joanne Bennerotte, Mary Ann Bucher

1. Meeting called to order at 7:08 PM at the DCHS Museum

2. Visitors to the Board

- President Harwood opened the meeting by explaining why she did not choose to appoint someone to fill Don Smith's board vacancy when a member expressed their interest being appointed to fill that position at the 03/19/09 meeting. President Harwood explained that in addition to not wanting to rush into an appointment, she had identified and approached a prospective board member and that person had accepted the prospect of being appointed to the board. This individual had completed and submitted an application to the President. President Harwood then welcomed Vicki Peterson as a guest to the BOD and proceeded to read the BOD application submitted by Vicki Peterson.

A motion was made by Scott French to approve the appointment, motion was seconded by Dale Morris; motion carried unanimously.

3. Additions and/or Amendments to the Agenda

- 9.3 Existing contract between DCHS and DCGS
- 9.4 Renewal of the PastPerfect software support contract
- 9.5 DCHS and Wasioja Civil War Days websites
- 9.6 President's Project

4. Approve Minutes – February 2009

Corrections to February 2009 DCHS BOD Meeting Minutes

- a. 3.1 – Partnering with Joel Tucker in Wasioja: Reiteration that the DCHS is also interested and willing to help Joel Tucker as possible with Wasioja improvement efforts but that President Harwood requested a more detailed proposal and plan and what would be requested of the DCHS
- b. 5.0 – Treasurer's Report: Flash drive already purchased to replace the one that failed in 02/09. Even though the Treasurer was not to be present at the 03/19/09 BOD meeting, the financial reports were submitted to the Director for distribution and review at the March BOD meeting. Because of the lack of a quorum at the 03/19/09 BOD meeting, a meeting was not called to order and therefore, the financial reports were not reviewed by

the BOD or visitors to the meeting.) Also corrected to reflect that John Kvasnicka moved to accept the Treasurer's Report as discussed and presented verbally, not Julie deGroot.

- c. 9.5 -- Wasioja Book: Corrected to reflect that the book proposed to be reprinted is the soft cover version of "History of Dodge County MN 1884"
- d. 10.1 – Minutes to be corrected to reflect that the DCHS' Treasurer's name is Julie, not Julia
- e. 10.2 – Correction to reflect that there was no formal report given by Mary Ann Bucher.

A motion was made by Bob Peterson to approve the minutes as amended, motion was seconded by Scott French; motion carried unanimously.

5. Treasurers' Report

- Julie deGroot presented a balance sheet and explained the most recent deposits and expenditures. Currently, the 2008 books are with our accountant, therefore, any more detailed information to be requested will have to be provided after depreciations have been entered, property values adjusted and the books have been closed, tax return has been prepared and approved.
- Julie deGroot reported that the energy audit that she had requested from MN Energy Resources would be happening soon. An independent auditor (Greg Ernst of GAERNST & Assoc., Northfield) had contacted her to get basic information and will call back to set an appointment in mid-April. This audit is at no cost to us—MN Energy Resources pays the auditor on our behalf because we are a nonprofit.
- In addition, Julie deGroot ordered updated workplace posters from the appropriate state and federal agencies at no cost. These will replace the outdated versions that are posted in the restroom at the museum and we will once again be in compliance with that basic workplace requirement.

A motion was made by Scott French to accept the Treasurers' report as presented and discussed; motion was seconded by Bob Peterson; motion carried unanimously.

6. Museum Monthly Sales & Visitors Report

Detailed report attached, prepared and submitted by Earlene King, Museum Director.

7. Committee Reports

7.1 Budget Committee

Julie deGroot reported that the budget committee has met again and that things are in process. Expenses have been established, but there are a few new expenses that have come to light in the last few weeks. Income will need to be reviewed. After that, a working budget will be presented to the board. Julie also notified the board that she had spoken with David McKnight and the DCHS will indeed be

receiving some income from the county in May (64% of what we received last year).

7.2 Annual Meeting Committee

Sue Harwood again reported the time and location of the annual meeting (West Concord American Legion, meal at 11:30am, meeting at 12:30pm). Julie deGroot created and mailed notification cards to all current members. Sue Harwood went over how the nomination/election of board members will be handled at the meeting. The DCHS bylaws do not state specifically how to proceed in certain situations. Sue Harwood stated that we would take nominations from the floor only if there were not enough applicants. Sue Harwood asked Don Zeller to verify that this is how things would be handled and he confirmed so.

7.3 Land & Facilities

Scott French reported that he had made a rough inspection of the roof of the museum and that while he thought that the north side did not look too bad, the south side was “scattered bad.” (See attachment numbered 8.3.)

Earlene King mentioned that there is a Minnesota Historical Society matching grant (for large structural repairs) that has an application deadline of July 1st. Due to funding and grant making cutbacks this may or may not be a possibility.

8. Old Business

8.1 DCGS: Sue Harwood reported that she will be meeting with Dick Leonard, President of the Dodge County Genealogical Society, at 6:30pm on 04/16/09 (before our April BOD meeting). They will discuss the previous written agreement made between the DCHS and DCGS regarding the DCGS’ use of the museum for meetings. In addition, Sue will bring forward the concerns of the Society, its Director and BOD, regarding the proprietorship of materials between the two societies.

9. New Business

9.1 Old Fashioned School: The possibility of offering Old Fashioned School in June was discussed. Sue asked Mary Ann Bucher if she would be willing to assist putting it together if it was not too late to organize and Mary Ann Bucher offered to do so. Earlene will check to see if there will be teachers available and report back.

9.2 Wooden Silo: Scott French met with Ed Smith, the gentleman who is offering to donate the silo. He reported that while it is interesting, it has no roof, and we do not really have a good place to install the donated silo. Dale Morris and Scott French will be meeting at the Smith farm to look at the silo together. Earlene King has been in communication with Jelle DeBoef, a board member of the Friends of Minnesota Barns, who will also be viewing the silo. (See attachment 10.2.)

9.3 Existing contract between DCHS and DCGS: The original signed agreement was presented to the President earlier in the meeting for discussion in “Old Business,” 8.1.

9.4 Renewal of the PastPerfect software support contract: Julie deGroot reported that the DCHS was notified via mail that we can purchase an additional year of unlimited user support from PastPerfect software at a cost of \$334.00. She asked Earlene King to explain why we will need it, as we are just moving into the time when we will start using the software to catalog the museum’s collection, etc. Julie deGroot stated that she would communicate with the PastPerfect contact, Ginger Gomez, to try and negotiate a lower rate, but if that was not possible, to pay the full rate.

A motion was made by Scott French to approve the expenditure; motion was seconded by Bob Peterson; motion was carried unanimously.

9.5 DCHS and Wasioja Civil War Days’ websites: President Harwood brought forth some concerns about the WCWD/FOW website (www.civilwarmn.com) and some of the information that is found on it. Specifically, on certain pages of the website, it is stated that the organization/project is “a chapter of the Dodge County Historical Society.” Mary Ann Bucher stated that she believed that information had been removed, but she asked that the information about which pages need to be corrected be emailed to her and that she would correct them. President Harwood stated that while the DCHS would support and promote the WCWD/FOW projects and events, it must be made clear that we are not the same organization. WCWD/FOW has their own 501c3 and is a separate organization. It was asked at the February meeting that the information be removed and/or corrected and that has not been completed. In addition, Mary Ann Bucher is currently the webmaster for the DCHS website and there are several errors on the page. She again asked that all requested changes be emailed to her for correction. President Harwood once again asked Mary Ann Bucher to change the front page of the DCHS website to provide information about the upcoming annual meeting (this was also requested at the February meeting) and remove the December 2008 “Yuletide on the Hill” posting. In addition, the only other information on the front page is about the WCWD/FOW. There was also discussion about creating a blog for the DCHS and about cross-linking between the DCHS and WCWD/FOW websites, but this was left for further discussion at another time.

9.6 President’s Project: Sue Harwood reported that she has created and initiated a project to improve the appearance of the grounds at the museum site (and possibly other sites). She has contacted Houston’s Greenhouse and asked for donated materials and plants and will form a committee to proceed. Lynette Dahms suggested the creation of a “Heritage Garden” that would be created using donated plants from members, etc. President Harwood will form a committee. It

was also suggested that President Harwood contact Barb Gilliland. President Harwood asked for a motion to proceed with the project.

Vicki Peterson made a motion to proceed; Dale Morris seconded the motion; motion carried.

9.7 Deposit Form: A cleaning and key deposit form was prepared by Earlene King and presented to the board for review and approval. Julie deGroot expressed concerns that while it was a necessary policy to adopt and it was a good start, she had concerns about the language on the form. Julie deGroot offered to do some research to find and/or adapt a form that better fit the DCHS' situation. President Harwood then asked for a motion to table the issue until the April meeting.

A motion was made by Vicki Peterson; motion was seconded by Julie deGroot; motion carried unanimously.

10. General Discussion:

10.1 Mantorville Bus Tours: Joanne Bennerotte reported that the Mantorville Chamber of Commerce has voted to provide the DCHS with a share of \$2.50 per person from the proceeds of their bus tour fee. The DCHS BOD was pleased.

Dale Morris motioned to accept the offer; Scott French seconded the motion; motion carried.

11. Adjournment:

A motion was made by Dale Morris to adjourn the meeting at 8:36 PM; Scott French seconded the motion; motion carried unanimously.

Minutes recorded by Earlene King and Lynette Dahms; compiled by Julie deGroot.

Respectfully Submitted,

Julie deGroot
Treasurer, DCHS