

## **Dodge County Historical Society Board of Directors Meeting Minutes**

**November 19, 2009**

**Board Members Present:** Sue Harwood, Bob Peterson, Vicki Peterson, Ron Ballstadt, Scott French, Dale Morris, Faye Richter, and Temporary Museum Director Lynette Dahms. Tom Gall came in late during meeting.

**Board Members Absent:** John Kvasnicka.

- 1. Meeting called to order at 7:02pm, at DCHS Museum.**
- 2. Visitors to Board – Mary Ann Bucher**
- 3. Additions and/or Amendments to Agenda**
- 4. Approve Minutes –October 15, 2009 Meeting**

Dale Morris made the motion to approve the minutes and Ron Ballstadt second the motion. The motion carried unanimously.
- 5. Treasurer's Report – Bob Peterson**
  - 5.1** Treasurer's report for October 15, 2009 meeting was held over because there was no quorum at the October meeting. Bob Peterson reviewed the report. Vicki Peterson made a motion to approve the Treasurer's report, Ron Ballstadt second the motion. The motion passed unanimously.
  - 5.2** Treasurer's report for November 19, 2009 meeting. Bob Peterson reviewed the report. Ron Ballstadt made the motion to approve the report, and Vicki Peterson second the motion. The motion passed unanimously.
- 6. Museum Monthly Sales & Visitor Report –Lynette Dahms gave the report.**
- 7. Committee Reports**
  - 7.1.** Haunted House – Ron Ballstadt gave a review and reported that we had 180 guests and cleared \$775.00. Ron thanked everyone for their help. Sue Harwood also thanked everyone for their hard work.
  - 7.2.** Technology Committee – Tom Gall had nothing to report.
  - 7.3.** Update on financial audit and 9-90 – Bob Peterson reported that the 9-90 was done and sent in, it will be some time before we will know if we will have to pay any penalties for it being late. Bob also said he has already has an appointed scheduled in January with Janice to start on next year's 9-90.
  - 7.4.** Yuletide on the Hill – Sue Harwood announced that on Saturday, November 28<sup>th</sup>, we will be decorating from 9am to noon. The

Yuletide on the Hill is on December 5, 2009 from 2:00pm until 4:00pm. The Circle of Friends will be performing at 2:30pm to 3:30pm. Lynette asked for volunteers to post flyers around Dodge County. Sue Harwood asked if we should give the Circle of Friends something for singing at the Yuletide on the Hill. After some discussion, Dale Morris made the motion to give the Circle of Friends each a one- year membership to the Dodge County Historical Society. Ron Ballstadt second the motion. The motion passed unanimously.

## **8. Old Business**

- 8.1.** Donation of monies to the Friends of Wasioja – Tabled (until undetermined).
- 8.2.** Museum Alarm system- Tabled (Bob Peterson to do follow up.)
- 8.3.** Seed money for fundraisers–Ron Ballstadt in September suggested that we set aside funds for future fundraisers. At this meeting, after some discussion it was decided to come back to this subject after the discussion on the 2010 budget. At the end of the meeting, the discussion was returned to this topic. Ron Ballstadt made the motion that we set aside \$500.00 for seed money. Dale Morris second the motion. Motion passed unanimously.
- 8.4.** Seminary Park – It was decided that since the county is taking care of the park, with the help of the Friends of Wasioja, this board no longer needs to have this topic on our agenda.
- 8.5.** Wasioja school out-house – Land and facilities Committee. Dale Morris reported that they had meet with the Township board. The Township board has had the outhouses fixed and painted. Dale Morris asked about the picnic table next to the schoolhouse. There was discussion as to who put it there, and stakes around the merry-go-round. Sue Harwood asked Scott French to check on it. Scott asked who lately has been in the church in Wasioja. Sue asked Lynette Dahms if the Wasioja Restoration Committee still had the key for the church and still having services there. Sue asked Lynette to talk to Jan Luehmann about the Wasioja Restoration Committee coming and reporting to the board with their plans first before using the buildings.
- 8.6.** Update on museum windows and outside fan – Bob Peterson reported that he had removed the broken fan and temporarily filled in the space, insulated and sealed it. Bob plans on filling the opening with glass blocks like it originally was, when the weather permits. Lynette reported that some work had been done on the windows. Don will be putting up the plexi-glass he has repaired, but it is getting to cold to continue for this year.

## **9. New Business**

- 9.1** Approve 2010 Budget – Budget Committee. Bob Peterson reviewed the purposed budget for 2010. There was a lot of discussion about the budget. Also there was a discussion about grants and grant writing.

Tom Gall volunteered to replace Julie deGroot on the Fundraising Committee. It was suggested that Lynette Dahms should be added also to that committee. Dale Morris made a motion to approve the 2010 budget as is, without the county money included. After more discussion about the budget, Ron Ballstadt second the motion. There was still more discussion. Sue Harwood called for the vote. The board was split in their vote. "Ayes" Ron Ballstadt, Scott French, Dale Morris, Bob Peterson, and Vicki Peterson. "Nay's" Tom Gall and Faye Rictor. The motion passed.

**9.1.1.** Approve wage increase for museum director. After some discussion, Tom Gall made the motion that the personal committee should offer up to \$10.00 per hour according to the persons qualifications and, depending if we can arrange it with the county, benefits through the county. The motion was second by Faye Rictor. After more discussion, the vote was taken. The motion passed.

**9.2** Approve job description for museum director – Personal Committee. Tom Gall reviewed the job description with the board. There was some discussion. Dale Morris made the motion that we approve the new job description for the museum director position. Bob Peterson second the motion. The motion passed unanimously.

**9.3** Scheduled work hours for museum director during museum winter closed time between December 15<sup>th</sup> and January 15<sup>th</sup> - Sue Harwood led the discussion. It was decided that there was a need to have the museum director work at the museum during the winter- closed time. Bob Peterson made the motion to let Lynette continue to work her winter hours (18 hrs. a week) to do cleaning, start working on the inventory, to pick up the mail, etc. Dale Morris second the motion. The motion passed unanimously.

**9.4** Window 7 – Lynette Dahms requested to update the existing software on the museum computers to Window 7. After some discussion it was decided that it was too soon since the program just came out. Tom Gall made the motion to wait on buying the Window 7 software. Faye Rictor Second the motion. The motion passed unanimously.

**10. Adjourn** – Dale Morris made the motion to adjourn the meeting. There was a discussion as to when the next meeting should be. Tom Gall made the motion that we have our next meeting on January 14<sup>th</sup> at 7:00pm. Ron Ballstadt second the motion. Motion passed unanimously. Ron Ballstadt reminded the board that we needed to finish with 8.3 "Seed money for fundraisers"(see 8.3). Afterward, Scott French second the motion to adjourn the meeting. Sue Harwood adjourned the meeting at 9:43pm.