

**Dodge County Historical Society Board of Directors Meeting Minutes
November 20, 2008**

Board Members present: Sue Harwood, Julie de Groot, Scott French, John Kvasnicka, Bob Peterson, Nancy Smith, and Don Smith

Absent: Ruth Stringer

Guest: Earlene King, Dori Greene, Thelma Givan, Mary Ann Bucher, Barbara Gilliland, Vicki Peterson, Lynette Dahms, Carrie Siem, Mark Bucher, Joel Tucker, and Lois Nash

Meeting called to order at 7:05 PM at the Dodge County Historical Museum

Additions and Corrections to the Agenda:

- 10.4 Budget for 2009 Rendezvous
- 10.5 Snow plowing for the DC Historical Museum
- 10.6 Fulfill the Board of Directors position left vacant from Melissa Ferris

Scott French moved to accept the additions and corrections to the agenda as amended; Bob Peterson seconded the motion: Approved

Approve Minutes of September 18, 2008 Meeting:

Corrections to the minutes:

- ✍ Committee Reports: Ghost town committee financial report: Delete Also, a slideshow will be put together and presented to the board
- ✍ Old Business: book cart research: Julie did not purchase a book cart on E-bay for \$99.00.

John Kvasnicka moved to accept the minutes as corrected; Scott French seconded the motion: Approved

Treasurer's Report: Julie de Groot gave the treasurers/financial report as per attached documentation. Addition items:

- ✍ Endowment Fund current value as of 3rd Quarter is \$8838.35
- ✍ Julie is to research the dedicated account of the Wasioja School Fund from the sales of Lois Nash book revenues.
- ✍ Sue Harwood approved the \$395.50 expense for the 2008 version of QuickBooks Non-Profit Premier bookkeeping software
- ✍ Sam's Club membership card is to be purchased for \$35.00

Don Smith moved to accept the treasurer's/financial report with additions; Scott French seconded: Approved

Monthly & Museum Report: Earlene King provided an in-depth report with the activity at the Museum during the month of October. Documentation of sales and volunteer hours are described in detail on the attachments.

Committee Reports:

- 8.1 Ghost town tour financial Report: Barb Gilliland present a check of \$89.76 to the DCHS, this is the profits from the Ghost Town Tour. The monies are dedicated to the Ghost Town Fund
- 8.2 Museum sewer line: Scott French present a report stating the sewer line has been fixed and corrected. No bill/invoice has been submitted, but the estimate is to be around \$1000.00.
- 8.3 Seminary committee: Between Johnny K, Dale Morris & Scott French the proper landscape improvements have been completed without no (zero) expense to the DCHS
- 8.4 Wasioja Civil War Days report: Johnny K presented a letter to DCHS board of Directors to determinate the Memorandum of Understanding (MOU). The WCWD "Friends of Wasioja" are seeking their own non-profit 501(c) 3 status. John Kvasnicka moved that WCWD "Friends of Wasioja" allowed to determinate the MOU and seeks their own non-profit 501(c) 3 status; Nancy Smith seconded: Approved. The DCHS Board of Directors expressed the importance to work together and wish the new organization much success.
- 8.5 Wasioja Book reprint bids: John Kvasnicka is working on a couple of publishing companies to submit bids

Old Business:

- 9.1 Minnesota Counties Insurance Trust, as per their report and recommendation the exit signs have been purchased, delivered and installed. Cost of \$52.50.
- 9.2 Partnering—Joel Tucker. Julie de Groot moved to table; Bob Peterson seconded: Approved

New Business:

- 10.1 Board Workshop—a board of director's workshop was presented on October 30, 2008 by David Grabitske Minnesota Historical Society Outreach Services. See attached report for details
- 10.2 K-M Schools' Theater program donation request. John Kvasnicka moved to deny the request for the different level of donations. Nancy Smith seconded. Approved. Discussion for the board was to have the board come up with a specific policy to make sure request like this are treated fairly and equitable. Discussion was centered on the development of a scholarship fund/program.
- 10.3 Yuletide on the Hill Open House—Sue Harwood Christmas event at the Dodge County Historical Society, Saturday, December 6th, 5:00 PM – 7:00 PM.
- 10.4 Budget for 2009 Rendezvous—Lynette Dahms and Bob Peterson presented the budget for the 2009 Rendezvous to be held in Mantorville, MN the fourth weekend in September, 2009. No action required
- 10.5 Snow plowing for the Dodge County Historical Museum—currently there is not a contractor or person responsible for snow removal and cleaning. We have not received any snow plowing bids. John Kvasnicka moved that an emergency

- committee consisting of Scott French, Bob Peterson and Julia de Groot be called upon the decision as to whom and whenever the snow should and must be removed. Julie seconded: Approved
- 10.6 Fulfill vacant DCHS Board of Directors position. John Kvasnicka moved to have the vacant position filled by Dale Morris until April 2010. Nancy Smith seconded. Approved

General Discussion:

- A. Don Smith distributed a draft document of job description for the Dodge County Historical Society, Museum Director. He asked the Board follow thru with the draft and approve.
- B. Don Smith distributed a letter of resignation from the Dodge County Historical Society. Scott French moved to accept the resignation of Don Smith; Dale Morris seconded: Approved. Don was given congratulation for all the accomplishments and services provide to the DCHS
- C. Nancy Smith his resigned from the duties and responsibilities of the Dodge County Historical Society Newsletter.
- D. Limit of an expenditure by any one DCHS Board of Director—Nancy Smith moved that the maximum level an expenditure of a Board of Director not to exceed \$300.00, any expenditure over \$300.00 must have Board approval. Dale Morris seconded: Approved.

Communications:

- 1. Mary Ann Bucher announced that the Mantorville Restoration Association and Friends of Wasioja are hosting an “Olde Fashion Christmas” Tour of houses and establishment throughout Mantorville and Wasioja on Saturday, December 6th.
- 2. Mary Ann Bucher announced that the Friends of Wasioja are having Christmas Service at the Wasioja Church on Friday, December 19th, 6:30 PM.

Adjournment:

Scott French moved to adjourn the meeting at 8:24 PM; Bob Peterson seconded: Approved

Respectfully Submitted

John Kvasnicka

John Kvasnicka
Secretary, Dodge County Historical Society