

STEELE COUNTY HISTORICAL SOCIETY
BOARD MEETING MINUTES
March 18, 2024 - 6:00 PM
Steele County History Center – Wenger Room

Members Present: Elizabeth Anselmo, Tom Bonacci, Dave Effertz, Chris Fisk, Dan Gorman, Jerry Ganfield, Samona Grubish, Keith Holman, Patty Jessop, Judy Johnson, Alexandra McGuire, Andy McGuire, Jane Middlestadt, and Nancy Vaillancourt

Steele County Liaison: Rick Gnemi

Staff Present: Jennifer Thiele, MaryAnne Higgins, Amy Lowery

Staff Absent: Anne Peterson

1. Welcome and Call to Order: Meeting called to order by Jessop

a. Determination of Quorum: Middlestadt announced there is a Quorum

2. Approve Agenda and Consent Items a – Action Item: Approve Meeting Agenda and Minutes (M/S/P)
(Grubish/Gorman)

3. Finance Committee Report

- Reports included in board packet
- Reviewed Balance Sheet as of February 29, 2024 (results reflect syncing problem with Qbox)
- Reviewed Profit & Loss Statements (P & L, Feb '24 and P & L Previous Year Comparison, Feb '24 vs '23); Jerry noted that in Feb '24 P & L, the Degner Trust Distribution (Investment item 4321) should be a (+), not (-) as shown – approved with change as noted
- (M/S/P) (Ganfield – Finance Com/Gorman) to approve the February Financial Reports

4. Staff Reports

MaryAnne:

- Looking for door greeters and money takers for History Uncorked event on 3.21
- Sending sign-up sheets for upcoming events: Volunteer Appreciation Supper on 4.15, 75th Anniversary Dinner on 4.26, and May 20th event (co-sponsored with OPL) featuring Patty Wetterling book signing

Anne/Tom B:

- In advance of meeting, Anne dropped off some thank you cards to share from February tour group
- Per Tom, Cottage 11 is open for visitors as of 3.19; volunteer crew from Federated completed clean-up project

Amy:

- Completed script for History Uncorked event
- Continue work on cataloging items

Jennifer:

- Shift to Wild Apricot (software) for membership database

5. Committee Reports (As needed)

Executive – Jessop

- Review of ESSL – agreed to go with Option #1 (report included in board packet); (M/S/P) (Exec Com/Holman)
- Reminder of Volunteer Appreciation Supper on 4.15 at 5 pm – expecting approximately 80 people; April Board Meeting to follow at 6 pm
- Reminder of May Board Meeting: Moved from 5.20 to 5.21 at OAC at 6 pm, to include Tour of Cottage 11

Governance

- No report

Exhibits – Thiele

- The focus is on the History Uncorked event on 3.21
- Owatonna Live will be present to tape the event

Education & Programming – Vaillancourt

- Working on some changes to the roles for History Uncorked event on 3.21
- Looking to fill the bus for the cemetery tour on 5.18

Marketing - Thiele

- Looking into cost sharing with other non-profits for a billboard (to be located near the interchange of I-90 W & I-35 N) – goal is to catch the attention of the northbound traffic

Acquisition & Collections - Ganfield

- Continuing to work through (11) boxes of items from Buzz Kaplan estate
- Going through pictures from Curt Anderson
- Dan is going through some small items in the Dunnell House to de-access (dispose of)

Service Bay Capital Campaign – Thiele

- Building design: two architectural firms, one from Rochester and one from Mankato, presented design ideas; more impressed with ISG (Mankato firm) with their presentation (had done their homework on the project)
- Goal is to have the design proposal ready for the 75th Anniversary Dinner
- Construction of the addition - since Rocon built the original building, hoping that the project is small enough that they would consider taking on the addition (note: Rocon is scaling back their operation)
- Patty is working on the Silent Auction for 75th Anniversary Dinner
- Fundraiser: per Jennifer, will be selling 100 cans with buyer's name for permanent display in new addition, cost: \$1,000 each; goal is to raise \$100K

Events – Higgins

- Working on getting panel members (female) for Future of Farming event (sponsored by CFS) to be held on Saturday, Sept 7, event to include breakfast and some demonstrations

- Chuck Wagon Supper – menu to consist of BBQ pork with bun (working on sourcing the meat, goal to secure as a donation), potato salad, chips, and watermelon
- Members from the Rendezvous group are on board for Extravaganza

Building and Maintenance – Ganfield

- Trapped some squirrels and rabbits, removed & relocated
- Replaced some logs in the two cabins
- Need to replace carriage building doors (9' x 23' – odd size, expensive to purchase)
- Jerry Lewison replaced sixteen light bulbs in the main building

Tech/IT – Effertz/Gorman

- Dan to have staff identify what items if any that we need to keep, will then bring in Nolan to get his recommendation on items that we should keep

6. Old Business

- a. Employee Manual Updates
- b. Jennifer: (expense not included in the budget), need to add second user for QuickBooks (desktop version) at a cost of \$1,242/year – QuickBooks moving to online version (future); (M/S/P) (Ganfield/Gorman)

7. New Business: Jennifer

- a. Board Training: Volunteer training forthcoming and Weekend Sign-up (Saturdays) through the rest of the calendar year – will send out spreadsheet to board members

8. Open Discussion

- Per Jennifer, looking at purchasing a golf cart from M2 Power Sports, 2010 Yamaha (gas model) – cost for said item is not included in the budget (will need to fundraise) – M2 to hold one for us; (M/S/P) (Gorman/Fisk)
- Cost: \$4500 (new tires and completed maintenance) with rear seat that can be folded into platform (for hauling items)
- During discussion, \$100 donation received from Rick Gnemi

9. Meeting Adjourned @ 7:32 PM

Next meeting scheduled for Monday, April 15, 2023 at 5 pm (Volunteer Appreciation Dinner – Wenger Room), Board Meeting to follow at 6 pm – Lange Theatre

Respectfully Submitted
Jane Middlestadt, Secretary