

STEELE COUNTY HISTORICAL SOCIETY
BOARD MEETING MINUTES
Monday, August 21, 2023; 6:00 PM
Steele County History Center – GAR Room

Members Present: Tom Bonacci, Jerry Ganfield, Dan Gorman, Samona Grubish, Keith Holman, Patty Jessop, Jerry Lewison, Deb Lustig, Andy McGuire, Jane Middlestadt, Char Ost, and Nancy Vaillancourt

Absent: Elizabeth Anselmo, Dave Effertz, Deanna Nelson

Steele County Liaison: Rick Gnemi

Staff Present: Jennifer Thiele, MaryAnne Higgins, Anne Peterson, Amy Lowery

Call to Order: Meeting called to order by Lustig

Middlestadt announced there is a Quorum

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

Finance Committee Report

- Reports included in board packet
- Finance Committee met on Tuesday, August 15
- Reviewed Balance Sheet (7.31.23)
- Reviewed Profit & Loss Statements (Previous Year Comparison, July '23 vs '22, Jan – July '23 vs '22)
- (M/S/P) (Ganfield – Finance Com/Gorman) to approve July Financial Reports
- Per Jerry, need to reallocate dollars from Jerry's Mural project (\$15,734.99 – funds currently in checking account) and Nickle's Nose project (\$1,975) and that further discussion is required on percentage allocation of large undesigned gifts

Staff Reports

Anne:

- City workers continue to work on IT hook-ups
- Working on better signage for Cottage 11 (easier to locate building for visitors)
- Planning for September 16th Fall Celebration Event at the Orphanage Museum

Amy:

- Working on tearing down of Music Exhibit and return of items to storage/owners
- Working on early childhood exhibits
- Exhibit (smaller) to be set up in Wenger room for viewing during the SCFF

MaryAnne:

- July report included in board packet; no questions
- Distributed sign-up sheets for upcoming events
- Update on Oktoberfest (9.30.23)
- Boy Scout project: return benches used at SCFF to storage

Jennifer:

- Suggestion: schedule '24 August Board Meeting to another day of the week rather than Monday after the SCFF (giving staff a much-needed break with the fair ending on Sunday)
- VOY is closed on 9.4 (Labor Day); First Monday of the Month coffee/conversation to be rescheduled to Tuesday, 9.5 at 10 AM
- Schedule: will be out of the office on the second Tuesday of each month (Sept – June)
- Fall Celebration at the Orphanage Museum: encouraged all board members to attend the event (if not volunteering)
- MN Non-Profit Council – meeting to be held in Duluth in September – pay what you can rate (2 -day event, stay overnight; OK'd by Board)
- Nancy Hunt – has offered their JD Gator for sale to SCHS at current value (need to check out features, age, etc.), waiting for additional information from her/family

Committee Reports

Executive – Lustig

- Will talk to Elizabeth to come up with list of potential board members by October Board Meeting to fill terms of Deanna Nelson and Jerry Lewison (expiring); be mindful of diversity/inclusion

Exhibits - McGuire

- No report

Education & Programming – Vaillancourt

- No report

Marketing - Thiele

- Meeting sporadically; need to discuss creation of new radio ads (meaningful for out-of-town guests)

Acquisition & Collections - Ganfield

- Meeting planned for Saturday, 8.26

Fund Development - Ganfield

- Service Bay Project continues to be the focus

Volunteer and Social - Lustig

- Looking for candy donations from board members (Sept/Oct); other donation requests – old spray paint cans, tootsie pops and paper towel/toilet paper cardboard inserts for craft projects
- Annual meeting to be held on 11.16 at Owatonna Arts Center

Building and Maintenance - Ganfield

- Fixed HVAC problem in the Dunnell House (repairs done quickly and at a reasonable rate)

Tech/IT

- No report

Old Business: Jennifer

- Attended City Council meeting on 8.15 with Anne; Mark Walbran, City Attorney, opened the meeting – council agreed to accept 3-year contract (between the City and SCHS) without reservation, need to provide proof of insurance for both locations – Dave Effertz to provide this information
- Needs to schedule meeting with the city on new edition (to ensure it meets city code)
- Continuing to work on Strategic Plan for 2024-2029; goal is to get the plan ready for the November annual meeting, prioritize what we realistically can achieve

New Business: Jennifer

- a. Board Training – Topic 1: Mission, Vision, and Values (reviewed)
- Hand out (1 page) showing results from board homework assignment

Open Discussion

- Reevaluating car show
- Improper use of SCHS logo (violates copyright laws) on tee shirts

Next meeting scheduled for Monday, September 18, 2023 at 6 pm at the History Center
Meeting Adjourned @ 7:30 PM

Respectfully Submitted
Jane Middlestadt, Secretary