

STEELE COUNTY HISTORICAL SOCIETY
BOARD MEETING MINUTES
Monday, June 19, 2023; 6:00 PM
Steele County History Center – Wenger Room

Members Present: Elizabeth Anselmo, Tom Bonacci, Dave Effertz, Jerry Ganfield, Dan Gorman, Samona Grubish, Keith Holman, Patty Jessop, Jane Middlestadt, Char Ost, and Nancy Vaillancourt

Absent: Jerry Lewison, Deb Lustig, Andy McGuire, Deanna Nelson

Steele County Liaison: Rick Gnemi

Staff Present: Jennifer Thiele, MaryAnne Higgins, Anne Peterson

Call to Order: Meeting called to order by Grubish

Middlestadt announced there is a Quorum

Agenda: **2. a** - Motion to approve Meeting Agenda (M/S/P) (Gorman/Effertz); **2. b.** - Motion to approve Consent Items – May Board Meeting Minutes and Committee & Staff Reports (M/S/P) (Gorman/Holman)

Finance Committee Report

- Met on 6.13.23
- Reports included in board packet
- Reviewed Balance Sheet (4.30.23)
- Reviewed Profit & Loss Statements (Previous Year Comparison, May'23 vs '22, Jan – May '23 vs '22)
- (M/S/P) (Ganfield – Finance Com/Ost) to approve May Financial Report

Staff Reports

MaryAnne:

- Relayed volunteer hours and membership info
- Reviewed tour info, upcoming bus tour on 10.12, rental info and gift shop sales
- May highlights: (17) containers of glassware/plates/cups & saucers to be boxed up by OHS Home Economics Dept. and donated to SCHS; some will stay in the kitchen (main building), others to be stored in the DH
- Gave update on Gus' Car Show
- Sign-up sheets for SCFF; looking for volunteers for (3) shifts in majority of the buildings (some buildings are more necessary than others to have a full set of volunteers)

Anne:

- Update from Anne with details of days open/tour groups provided by Tom Bonacci
- Appreciates Jennifers' new ideas
- 100th Birthday for Cottage 11 – will celebrate with cake
- Construction of new building addition at City Hall is projected to be complete by 9.15.23; space to be named after Charles S. Crandall, known as "Father of the State Public School" and played a key role in the history of Owatonna
- Display to be created and included in new council chambers regarding history of that space (Anne & Nancy V. are leading the charge)

Jennifer:

- Amy Lowery, has accepted the position of Archives & Collections Manager (projected start date 7.3.23)
- Bus trip to Austin, MN scheduled for Thursday, October 12th
- Working on a partnership with the schools
- Set-up Capitol Campaign Committee for Service Bay project; seeking community members for the group
- Uptick in foot traffic in the VOY; looking at placing donation boxes in specific locations
- Large number of rentals for the month of June

Committee Reports

Acquisition & Collections

- Update from Jerry: continuing to look through existing boxes (many more still to go)

Building and Maintenance

- VOY Update: Per Jerry, applied preemergent on grounds, Gene has finished painting of the south wall of the Museum of Professionals, watering gardens, will be getting cars out – Model T (BP 4th of July parade and first Thursday in July to be displayed downtown), miscellaneous repairs

Education & Programming

- Met twice so far per Nancy V.

Executive – Grubish (for Lustig)

- No questions or discussion

Exhibit

- Met with work party to remove old items in Music Exhibit
- New exhibit for 2024 – Early Childhood

Fund Development

- Ganfield - Service Bay Capitol Campaign – big item

Marketing

- Update given by MaryAnn

Tech/IT

- Per Dave: process continues, inventory of physical items – some high-end stuff with little or no use, high level – verifying software/back-up

Volunteer/Membership

- MaryAnn (filled in for Deb Lustig): hot topic: trash cans – need to get them from the county for upcoming events, cookbook – welcome surprise so far, working on assembling additional copies for sale at major events, Upcoming Events: Extravaganza (7.9), Gus' Car Show (7.15), Jazz Jam on the Patio (7.30) is ready to go, Onward & Upward – first pass on the poster

Old Business (Jennifer)

- Rotary Clock Donation – accepted offer w/conditions
- Found out from speaking to a couple of Rotary Club members that the clock is a pet project of a couple of members
- Jennifer will formally respond to Club President (who is currently out with a health-related issue) outlining our points that funding must be in order to move forward with the project (not rescinding vote at this time)

New Business (Jennifer)

- a. Emergency keys for police/Phone Tree (several alarms have been going off after hours in the VOY & SCHS)
- b. Annual Meeting – to be held at OAC to better connect with the Orphanage Museum; MaryAnn to contact Torey's to cater meal off site
- c. Strategic Plan 2024-2029: board homework assignment handed out and to be completed by board members by July board meeting; goal is to have a (5) year strategic plan ('24-'29) in place by this Fall
- d. Historic District re-branding: set-up for future expansion (possible cultural alliance); one website to be set-up with separate pages for each organization, one Facebook page
- e. Orphanage Museum Update: meeting w/Chris Busse and Jenna Tuma, Master Plan being worked on by the City (do not know where the OAC or Orphanage Museum fits in this plan), potential for moving Orphanage Museum out of the main building (unique space) – currently it is not a very welcoming place, meeting with Mark Walbran (city attorney); comment from Anne – relationship with the City of Owatonna started in '92, never a contract, since the merger with SCHS, contract* is a requirement
Reference copy of amended contract in board meeting packet
- f. OHS Museum – met with Superintendent on site; potential for merger (passport), favors working with another new entity, leave collection at school, keeps constant connection/access with students; offer to help with exhibit at the new high school – do not know what future exhibits will look like, keep storage space at old high school, more discussion forthcoming on this topic
- g. Grant for moveable walls in main exhibit area (retracting submission to Owatonna Foundation)

Open Discussion (none)

Next meeting scheduled for Monday, July 17, 2023 at 6 pm at the History Center

Meeting Adjourned @ 7:40 PM

Respectfully Submitted

Jane Middlestadt, Secretary