



## Board Meeting at the Rushford Library January 7, 2023

**Call to order:** President Terri Benson called the meeting to order at 9:06 a.m. Board members Nancy Snyder, Anne Spartz, Jack O'Donnell, Jackie Becker, and Sally Ryman were also present. Kari Meyer was unable to attend.

**Secretary's Report:** Minutes of the December 6 board meeting were read, and discussion ensued about which teenagers ran the theater from 1971-1975. It was noted that draft copies of the minutes are emailed to those who attended for their approval/corrections. The final version is put on the website. Moved by Nancy, seconded by Jackie, to approve the December minutes as presented. Motion carried.

**Treasurer's Report:** Jack reported the following balances as of December 31, 2022

- Checking – \$61,393.85 (includes \$51,000 in grant funds and donations; bills paid were MiEnergy, Security Plus, phone, Ace hardware); since December 31 he has paid postage for the newsletter of under \$60.00
- Savings (Log Cabin) - \$1,130.20 (0.28 interest from past 3 months)
- Money Market – \$13,486.24 (includes \$2.86 interest for December)

*Moved by Sally, seconded by Jackie, to approve the treasurers report. Motion carried.*

### January 23 Board Retreat Meeting

1. **Schedule for Year 2023** – Because the Lion's calendar put our meetings on Tuesday due to a couple Monday holidays, the board discussed whether to hold our meetings on Monday or Tuesday in 2023. Our meetings are on [rushfordhistory.org](http://rushfordhistory.org). There was discussion of how to get word out about meetings or if need to. Prior to Covid, members were encouraged to attend board meetings that included speakers. In 2021 and 2022, board meetings were focused on business. Maybe we should have quarterly meetings with historical conversations or speakers and advertise those meetings heavily. It was also suggested to have a meeting at Good Shepherd. The consensus was to talk next month about opening meetings to a broader audience and what that would look like. Anne noted RAHS filled Tenborg several times with meetings on archeology. The Lion's will need to know by May if we want it on their calendar. *Moved by Terri, seconded by Sally, to keep it on Monday at 6:00 p.m. at Loken's. Motion carried.*
2. **Bylaws, mission, goal for 2023** – The board reviewed the mission and goal from the website: "Our mission is to discover, collect, promote, and disseminate knowledge of the Rushford area as well as to preserve structures and artifacts that pertain to or are of interest to the historical legacy of the Rushford area. Our goal is to share our local heritage with visitors." The "Corporate Philosophy" in the bylaws is more expansive. *Moved by Nancy, seconded by Jack, to retain the same mission statement and goal for 2023. Motion carried.*

In article 3 of the bylaws, we list people as members because they pay a membership fee. We've announced in the newsletter that we've switched to a donor rather than membership structure. Does this create a problem with the bylaws? In the past memberships were separate from donations and some contributed both. *The consensus was to go with the donor structure this year with the assumption that every donor is automatically a member.*

Donations haven't come in from many past donors, so we will send a reminder out. Some may have felt we received the grant money and don't need donations. It would help to include a monetary goal for the repairs that are needed. *Moved by Jackie, seconded by Nancy, to set our repair and preserve fund goal at \$150,000. Motion carried.*

### 3. 2023 Budget

- a. Tax Reporting for 2022 – We'll have to file a different IRS form since we received over \$50,000. Jack and Terri are working with Engelson & Associates to get the appropriate form submitted.
- b. Grants received – After discussion about when we'll be replacing the roof and use the grant funds, it was *moved by Nancy, seconded by Sally, to invest the \$51,000 grant funds into a 12- or 18-month CD, whatever the best interest rate we can get. Motion carried.*
- c. Money Market Account – Jack noted we are getting 0.25% interest on over \$13,000. We need about \$9,000 for annual expenses, and we will still have over \$10,000 in the regular checking account once the grant funds are invested. *Moved by Sally, seconded by Jackie, to take \$10,000 from the money market fund and put it into a CD at RSB or Merchant's, whichever will provide the best interest. Motion carried.*
- d. Log Cabin Saving Account – Terri asked if we should move the remaining \$1,130.20 into the general fund to have one less count to keep track of. Sally noted that the Falck grant has been closed out, so there is no reason to keep the log cabin funds separate any longer. *Moved by Terri, seconded by Jackie, to close out the log cabin savings account and put it into the general account to streamline accounts. Motion carried.*
- e. Roof – The roof estimate from Architect Todd Grover is detailed below.

These costs assume prevailing wages to be paid for by a legacy grant. Yes, costs could be cheaper if you don't use prevailing wages...I don't know that cost reduction, but it would be some, maybe at least 15%? I just don't know this exact figure.

Base project costs: \$48,000

- Mobilization
- Asphalt shingle removal
- Sheathing removal
- New sheathing installation
- Roof edge waterproofing and roofing felt
- New gutters on lower roof
- Metal flashings

Cost for asphalt replacement: \$26,000

Cost for wood shingle replacement: \$66,000

So just for asphalt removal and replacement: \$74,000

For wood shingle replacement: \$114,000

We could save about \$20,000 if we don't have to remove and replace the existing sheathing. But from the previous report it was difficult to know if it should or shouldn't be replaced. So, I assumed it should be replaced in my base numbers.

The board discussed the costs of wood vs. asphalt, the safety of wooden shingles, and whether using asphalt would preclude future MNHS grants, which Todd was going to discuss it with MNHS grants staff. No decision needs to be made until the foundation is fixed.

- f. T-shirts – We will wait until spring to order more and will put it on the March agenda. In the meantime, the board will look at other historic logos and images. They are to bring ideas to the March meeting, including potential local artists who could do line drawings from pictures, etc.

- g. Donor list to Increase Supporter Contributions – We need to expand beyond who we have in our donor list, possibly sending a mailing to everyone in the 55971 zip code. We will explore who we should sent it to and how do we send it.
- h. Projects
- i. Eagle Scouts – jail house – has donations and is progressing
  - ii. Paint east side of depot – will be very temporary – hold off on painting it but add the repair and preserve sign there – Sally and Nancy will work on a train fundraiser sign design
  - iii. New displays in school house – Terri will be working on creating vignettes of history. She had pictures for informational boards used at the State Fair. There are some framed boxes that she'd like to use to display uniforms. However, wall space is currently used by the big oxen yoke and the large animal antler/horn. The yoke will be moved to the log cabin. The Science Museum of Minnesota said the antler has no historical or archeological value. *Moved by Sally, seconded by Jackie, to auction the animal antler through Becker auctions. Motion carried.*
  - iv. Other ideas? – When the Christmas tree is removed from the depot window, what should be put in its place? The consensus was to create a beauty salon history vignette. *We will take the tree down on February 5 at 1:00 p.m. Jackie will ask Tony if he can have a couple people there that Sunday afternoon or the following Monday to move the salon chair downstairs and onto the window ledge. Prior to the 5<sup>th</sup> Jack will assess whether the window shelf is sturdy enough to hold the chair.*

Marketing – This will be on the next meeting agenda, including regular Facebook posts, interactive content to increase likes. Sending regular monthly emails with history nuggets will also be on the agenda. Terri noted she has talked to Ron at MPE about putting a story board on the Jessie Street side of their building. He is open to us putting a historical sign on there, probably 8x4 or 8x2. Terri will check on MnDOT's rules for signs along the highway.

Activities – Three items were noted, although discussion was deferred to a future meeting.

- Co-sponsoring speaker event with Rushford Public Library as part of their 100-year anniversary
- Rushford Days – volunteer for assisting with programs
- Celebrating the jail Eagle Scout project when it's completed

THE FOLLOWING ITEMS WERE CAPTURED ON THE WHITE BOARD FOR FUTURE DISCUSSION:

- How do we add, confirm history info to Dr. Droivold books
- Social media – expand to Instagram; consistent FB posts
- Take it to the Good Shepherd Lutheran Home program option
- Partner with other organizations
- Advertise program
- Frequency of programs
- Something more prominent in depot about Dr. Droivold by the master copy. Anne has a picture of his family and will find it.

**Next meeting** – February 6 at Loken's AT 6:00 p.m.

**Adjournment:** Moved by Jack, seconded Sally, to adjourn at 11:53 a.m. Motion carried.