



Board Meeting at Loken's Inn Meeting Room December 4, 2023

Call to Order: The meeting was called to order at 6:00 p.m. Board members Terri Benson, Jack O'Donnell, Jackie Becker, Nancy Snyder, Anne Spartz, Kari Meyer and Sally Ryman were in attendance. Nancy Rustad and Pat Georgens were also present.

Video Call: Todd Grover, MacDonald and Mack Architects, joined the meeting via conference call to discuss next steps when we get official notice of the grant and whether there will be an opportunity to reconfigure the visitors' center to have the restrooms closer to the door and a more cohesive storage/utility area and museum area.

Todd said we have to wait for a couple formalities with the MNHS grant office: receiving the official notice and State Historic Preservation Office (SHPO) review, which is new this year. This delay might be advantageous to us. They haven't done the design work to do make changes in the visitors' center, so there would be an extra fee, but it would be a more complete bid package to incorporate the new design. We don't have to send these bids out right away. There is flexibility in the time frame.

Terri asked about making it more handicap accessible without the ramp by having it the restrooms on ground level and including the roof. She also expressed concern about the money.

Todd said it will be advantageous to have these items added now. It wouldn't take a lot of design work on his side, and it could bid as a "add alternate" bid items from the same contractors. We could decide once we see the numbers if we want to award it as a total project to the bidder. It would be a three-part bid: building stabilization, additional work on bathrooms/storage, and the roof. When the contractor submits their pay requests, they would have to submit two separate requests – one for grant work and one for the additional work.

Todd suggested waiting for SHPO review and once it's complete and approved, do a new scope-of-work change form for the additional work to be done for the grants office to review. He can't foresee any issues with the bathroom, because it's already been changed and isn't a historic part of the building. Also, roof will be paid for with non-grant funds and can also argue how long shingles have been on there.

Jack asked what's required of bathrooms? Todd said we would probably need 2 for code, but they could likely both be unisex handicapped. Also, when the concrete floor is torn up, we can simplify the layout and where pipes run and get them away from the walls. Nancy S. suggested that for space utilization two unisex with toilets/urinals and a handwashing station outside them.

Jack asked if we could make the north exit more user friendly? Todd noted we'll have to remove the exterior north side ramp to do the foundation work and it would cost extra money to rebuild it, so it might be advantageous to put the north exit door on grade. An interior ramp would get you into the museum. Todd said he would need to work through a few different options to see how everything fits, be creative with ramps, etc. Another idea was a ship-type ladder for to reach upper storage area, maybe bring up a partition wall. He suggested exploring options during the 60-day SHPO review period. Todd noted that a curve ball is grants office pays for ADA upgrades, but it wasn't included in our grant. We should consider applying for a small grant (\$10,000) to supplement ADA work.

CONSENSUS: Todd will send a proposal for the design fee knowing that we are looking at more storage, two ADA bathrooms, new ramp and access. Sally will talk to John Beaty in the MNHS grants office about that strategy, i.e., hypothetically would like to package them together for one contractor as there might be some cost efficiencies there, especially with the bathrooms. Hypothetically, what would be the correct procedure if we decided to do this. When Todd has the schematics ready, they could be sent to John.

Secretary's Report: Minutes of the November 6 board meeting were posted on the website. Moved by Nancy, seconded by Kari, to approve the November minutes. Motion carried.

Newsletter – A draft of the newsletter was sent out, and the board approved it with a few corrections and the addition of the 2023 financial info. We will print 10 office copies over what's on mailing list.

Treasurer's Report: Jack reported the following balances as of November 30, 2023:

1. Checking (.25%) – \$13,824.86 – Paid since then: domain names and website \$332; security system \$72; Rushford Hardware \$22.36. Balance as of 12/4 is \$13,326.93.
2. Money Market (4%) – \$13,993.18 (about \$55 interest)
3. CD (12 month@ 4.25%) - \$52,638.40 (matures January 13)

Moved by Sally, seconded by Nancy S., to approve the treasurer's report as presented. Motion carried.

Meeting Discussion

Terri read thank you notes from Rooted Learning Community (\$20) and Bicycling Around Minnesota.

The Rushford Parade of Lights is Saturday at 7 p.m. They request Toys for Tots donations and monetary donations for Semcac.

January Meeting: It was decided to hold it January 2 to accommodate the New Year's holiday.

Wolfram Sisters – Mary Wolfram dropped off a 3-ring binder of all the creamery co-op meeting records that she put together specifically for our records. Terri will give her a list of things they've donated for their tax records.

Oral Histories – Three additional people were suggested for interviews: Stan Marin on farm history; Darrell Erickson; and Joel Johnson on construction of many of the buildings in town.

Pictures - Kari has been going through box of pictures to determine which should go into our records. There was a large confirmation picture, which she saved a "picture" of it with names in the Rushford Lutheran 3-ring binder at the depot. The board agreed she should offer the large original to one of the families with someone in the picture.

Adjournment: Moved by Jack, seconded by Sally, to adjourn at 7:50 p.m. Motion carried.

Next meeting – January 2, Loken's Inn, 6:00 p.m.