



Crook County Museum District Board of Trustees Meeting

November 20, 2014

Sundance, Wyoming

Trustees Present: Pam Thompson, DeeLynn Garman, Sheila Semlek, Catherine Cardarelli, Bob Smoot, and Lorie Marchant.

Museum District Employees Present: Cynthia Clonch, Rocky Courchaine, Mitch Mahoney, and Jeanne Rogers

Guests: Cassie Garman from Black Hills & Badlands Tourism Association

At 5:05 p.m., Chairman Pam Thompson called the meeting to order. Pam welcomed our guests and Bob led the Pledge of Allegiance. On behalf of the Board, Pam presented Bob with a plaque for his service to the Museum Board, and welcomed Lorie as a new member to the Board.

Election of Officers: Pam called for nominations for officers. Catherine made a motion to nominate the full slate of existing officers, Lorie seconded. No further nominations were made from the floor. Motion carried. Officers for the new term: Chairman – Pam; Vice Chair – DeeLynn; Secretary – Sheila; Treasurer – Rod.

Lorie is now a voting member of the Board as stated in the constitution and election laws of Wyoming.

Agenda: The agenda was presented. Pam asked for a preliminary budget meeting to be added to new business on the agenda. DeeLynn moved to accept the agenda as amended, Catherine seconded. Motion carried.

Guest Presentation: Cassie Garman from Black Hills & Badlands Tourism (BH&BT) outlined what her organization could offer the District and the three museums through the BH&BT publications, maps, web site, and digital media. She handed out examples of their brochures, magazines, and the tear-off maps which they distribute throughout the region, making them available at visitors' centers, businesses, and other locations, and demonstrated the online site. For all three museums to have their information included in BH&BT advertising, the cost would be approximately \$3,000.00, with individual ads available for an additional cost.

Minutes: Members read the October meeting minutes. Lorie moved to accept the minutes as presented, DeeLynn seconded. Motion carried.

Treasurer's Report: Jeanne presented the treasurer's report. Treasurer's report will be placed on file.

Bills and Purchase Orders: Mitch presented a PO for furnace repairs, and Rocky presented a PO for printer cartridges and one for a new computer. Sheila made a motion to allow Rocky to spend up to \$1,200.00 for a new computer, and Lorie seconded. Motion carried.

DeeLynn moved to pay bills and accept purchase orders with changes, Lorie seconded. Motion carried.

Unfinished Business:

Crook County Museum District
PO Box 795, Sundance, WY 82729-0795
Jeanne Rogers, Administrative Assistant

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307.283.3667
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Board Orientation: After discussion, the date of January 17, 2015, was selected as the date for the Board orientation, beginning at 9:00 a.m. and ending at noon, at the District office conference room in Sundance. Directors were asked to encourage their foundation boards to attend, and Pam will ask attorney Doug Stevens and Bill Miller of LGLP to attend and present material on board functions.

New Business:

CCMD Employee Health Insurance: New regulations stipulate that new employees must be covered by their group health insurance by 90 days after beginning work, so new hires with CCMD should be signed up for the group health insurance on the first day of the first month after 60 days of employment in order to make sure we comply with the regulations. Sheila made a motion to change the CCMD probationary period to 60 days for health insurance coverage, Catherine seconded. Motion carried.

Holiday Season Office and Museums Closures: Discussion was held on District employees using their comp time over the holiday season, and closing the office and museums from December 24, 2014, until January 5, 2015. The Board had already voted in October to not hold a Board meeting in December, and the closures were approved.

Black Hills & Badlands Tourism: Discussion was held on the pros and cons of advertising with BH&BT. Catherine moved to spend the \$3,000.00 to sign up the three museums with BH&BT, if all benefits are as described and understood correctly, DeeLynn seconded. Motion carried.

Preliminary Budget Meeting: Pam will schedule a preliminary budget meeting in March, with a date to be selected at the January meeting.

Reports:

Old Stoney Report: The final west side window was installed, and Hagen Glass is preparing a bid for the north and south windows. Kyle sent a legal notice regarding entities who might be due money from Hagen Glass within the scope of this phase of the window project; the notice must be published for three weeks in the local papers before the final payment can be made to Hagen Glass. Old Stoney Restoration joined the Sundance Area Chamber of Commerce.

Director Reports: The Director Reports are attached. Below are highlights from those reports:

Cynthia reported 184 visitors in October. She was invited to attend the Open House at Moorcroft Elementary and view the students' presentations of their history projects on Crook County. She collected their brochures to share at the museum. The museum had a table at the Festival and Business Expo. Mr. Gaskin picked up his wagon, sleigh, and artifacts that had been on loan to WTTM. Cynthia is working on several displays, which include artifacts from Jay Kiplinger, Robinsons, Guthrie, Railroad, and other offers from community members to add artifacts to existing exhibits.

October visitation was 135 at the Hulett Museum, and donations and sales numbers are up. Mitch spent time setting up an exhibit of Lakota Ledger Drawings, which is on loan from the Wyoming State Museum. Unfortunately, the day of the exhibit opening was extremely cold and poor weather, but he has use of the Drawings for a few months. Mitch has been doing research on an early 1820s flint lock rifle, which he received for display, along with a pair of old cowboy boots and a Lakota beaded mirror bag from the 1890s.

Rocky reports a very good crowd on Halloween, with 160 trick-or-treaters at the museum, and 14 teams of five people each taking part in the Zombie Supply Run fundraiser at Old Stoney, both spon-

sored by the CC Museum Foundation. Two volunteers from the DC Booth Fish Hatchery Museum (which has closed) talked to Rocky about pertinent Crook County material in their museum archives, among them blueprints of the Annenberg lodge estate (Ranch A) and many photos of the fish genetics lab. Pam and Rocky made a trip to look at the archives, which are in danger of being transferred to a repository in West Virginia. They also contacted the Ranch A Foundation about the archives, and are staying in touch with the remaining staff at DC Booth. The University of Wyoming produced another informational video on Crook County, which is posted on Facebook and YouTube. Rocky's program on the Murray Ditch at the Crook County Library was well attended; some of the ditch information will be published in the Wyoming State Water Board newsletter. CCMF held the annual wild game tasting fundraiser, with another great turnout, and have several plans for activities to be held in the art gallery before Christmas.

Administrative Assistant Report: The WEBT health insurance will go into effect on December 1, with Rocky and Jeanne now having policies with Blue Cross Blue Shield through CCMD group insurance. Jeanne spoke about grants available through the State Historical Society, and pursuing avenues of financing for the Old Stoney restoration. LGLP sent a ballot for the District to use to vote for the governing board of LGLP.

Compensation Time and Time Off Requests: Comp time and time off requests were presented to the Board. Lorie made a motion to accept comp time and time off requests, DeeLynn seconded. Motion carried.

Adjournment: Pam asked if there was any other business to be brought before the Board.

The meeting was adjourned at 7:15 p.m.

No Board Meeting in December

January Meeting: The next meeting of the Crook County Museum District Board of Trustees will be in **Hulett, January 22, 2015, at the Best Western meeting room.**

Pam Thompson, Chairman

DeeLynn Garman, Trustee