

March 14, 2023

Surface Creek Valley Historical Society Board Meeting.

The meeting was called to order at 5:35 PM by president Jerry McHugh. Board members present were Jerry McHugh, Donna Aragon, Diana Clayton, Susan Albertson, Hope Waibel, and Andrea Clouser. Also present were Brooke Toothaker, and Leah Martin. Kristy Adams arrived later in the meeting. Katie Voss was absent.

The agenda was approved as presented. The January and February minutes were approved with corrections to the February minutes.

Nominations were presented and elections were held for board officers. Elected unanimously were Jerry McHugh, president; Susan Albertson, vice-president; Hope Waibel, secretary; and Donna Aragon, treasurer.

In the interest of using board members' time more efficiently, standing committees were considered. Discussion was made on what committees should be considered and what they would facilitate. The board agreed to create 1. Membership committee with Leah Martin; 2. Fundraising Committee chaired by Jerry McHugh, Preservation Committee chaired by Hope Waibel; 3. Museum Committee chaired by Brooke Toothaker with help from Kristy Adams and Leah Martin; Volunteer Committee chaired by Susan Albertson and Andrea Clouser; and the Public Relations and Events Committee chaired by Diana Clayton.

Discussion was held about what should be included in the Standard Operating Procedures file and what should be included in a new board member's packet.

The annual survey from the company that insures the board has been completed by Jerry McHugh.

Membership numbers were shared by Jerry McHugh. About 70 members attended the annual membership dinner on February 25, 2023. Currently the Society has 42 lifetime memberships, 6 new memberships, and 46 renewals for a total of 94 members. 69 2022 members have not renewed, but will probably renew when the museum is open full-time.

Donna reported on the financials. We now have January's financials. February financials are almost completed. Discussion was held about expenses. The board needs more information about gift shop expenses. Also when charging at Big John's lumberyard we need to let them know what projects the charged items are for. Because we can not get detailed information from Food Town when items are charged we need to do a better job of turning in receipts. Donna is providing a folder for receipts to be put up in the Visitor's Center. Donna was asked to provide details about gift shop expenses and special event expenses. The board will vote on financial reports after receiving these details.

Donna Aragon reported that she has set up a direct deposit for Brooke Toothaker's salary and worker's compensation has been initiated. Cost of Quickbooks is now [REDACTED] month. Discussion was held about costs.

[REDACTED] has been donated for improvements at the Eckert Cemetery. Greg Hart is writing thank you's.

A CD matured. Discussion was held about where to get the best rate and term for reinvestment.

The tax exempt report has been completed.

After discussion it was moved, seconded and unanimously passed that Kristin Green shall be a signer on the Surface Creek Valley Historical Society operating account.

Jerry McHugh reported on the Don Peterson fund for the maintenance of the chapel. After discussion it was passed unanimously that the board ask the Western Colorado Community Foundation to reinvest the entire spendable balance of [REDACTED].

Brooke Toothaker reported on rental income. Since January before the wedding expo we have 15 new contracts/bookings with possibly 23 new clients. [REDACTED] new income from signed contracts. From the expo alone, we've made almost [REDACTED]. Time to look at new policies and rental charges. She has done research comparing our wedding bundle rates to other local wedding venues and reported her findings. The board asked that Brooke create a proposal for amendments to the rental pricing and revised contracts.

Jerry reported on the capital improvements. Work on the floor of the Stolte Shed has been postponed until more volunteers are available. We have a contract from Luke Hamilton for the new roof on the Coalby Store. He needs a deposit for [REDACTED] with a total of [REDACTED] for the complete job.

The board acknowledged the contributions of Devitos and Mesa Rentals for the annual membership dinner.

Jerry McHugh reported for Brooke Toothaker that we are installing two devices monitoring the environments in the vault and another building for temperature and humidity. We also have some insect monitoring.

The board discussed putting Elevate fiber optics into Pioneer Town to improve internet access especially for the chapel. Hope Waibel will get a bid.

Discussion was held about dates for the Clean Up Day. Clean Up will be April 21, 2023 starting at 10:00 AM. The board will provide lunch.

We normally open full-time at the end of May. Also student tours happen in May.

Upcoming summer events:

March 17 St. Patrick's Day multi-media harp concert 4:00 PM

May Student tours

Genealogy and storytelling workshops twice a month.

Town Talks Once a month speaker

July 1 & 2 Cedaredge Cubs reunion

Discussion was held about publicity.

The next board meeting is April 11, 2023 at 5:30 PM at the Stolte Shed.

The meeting was adjourned.