

**Tippecanoe County Historical Association
Board of Governors Meeting**

AGENDA

5:15 PM, July 27th, 2017

Arganbright Center

Mission: To enrich the lives of Tippecanoe County residents and visitors by collecting, preserving, and interpreting our unique and exciting history

Members of the Board (total: 20 – quorum: 10)

Pete Bill – President*	Amy Harbor
Colby Bartlett – Vice President*	David Hovde
Jeff Schwab – Vice President*	Matt Jonkman
Shane Weist – Secretary*	Carolyn O’Connell
John F. Thieme – Treasurer*	Quinten Robinson
Del Bartlett	Benjamin Ross
Diane (Di) Begley	Pete Sherry
Kevin Cullen	Preston Smith
Craig Graham	Phil Tucker
Walt Griffin	Todd White

* members of the Executive Committee

FUTURE DATES FOR MEETINGS

Executive Committee (agenda setting) – all Thursdays at 4:30 in Arganbright

- Meetings will be the Thursday before the Board meeting

Board of Governors – Fourth Tuesday of the Month at 5:15

- August 22, 2017 – **TCHA History & Community Center (Lodge)**
- September 26, 2017 – **Fort Ouiatenon**
- October 24, 2017
- November 28, 2017
- December 19, 2017 * not fourth Tuesday of the month

Annual Membership Meeting for 2018 – to be determined

Logistics and Reports

- Call to order
- Review and approval of minutes of meeting June 25th, 2017 – *See Agenda ADDENDUM*
- Special Business – First Merchants Trust Department report on TRUT (Total -Return Unitrust) for funds transferred from Tippecanoe County Historical Association Foundation (TCHAF)
 - Jim Keene – First Merchants
 - *pertinent documents related to the agreement on pages 4-5 of this agenda*
- Officer's reports
 - President
 - Welcome DJ Tucker, new Programs and Membership Director
 - Executive Director annual review status –Di Begley, Pete Sherry, Colby, Jeff, Shane, and John; Board President is chair of review
 - Status of conflict of interest statement – *please complete if haven't already*
 - Vice President
 - Report on Facebook promotion efforts
- Finance and budget report – John Thieme
- Executive Director report
 - Status of work with Taylor Studios for display in TCHA History & Community Center
 - Blockhouse structure evaluation report – funding partnership with Tippecanoe Parks & Recreation
 - Updates on grants – status of NCHS grant for ADA work on History & Community Center
 - Other grant activities
 - Web site, membership campaign, and annual appeal
 - Continued window problems in Arganbright
 - Commemorative Program for Feast
 - Update on commemorative spoons
- Programs and Membership Director report – DJ Tucker
- Collections Committee – Kelly
 - report submitted – *in agenda pages 6-7*
 - *no items for deaccession approval*

- Battleground report – Rick Conwell
- Feast report – Leslie Conwell
- Facilities Committee (Buildings and Grounds) – Walt Griffin
 - Blockhouse evaluation update and motion to approve funding to do the evaluation provided Tippecanoe County Parks & Rec approves their half of the funding
 - Need to rewire the barn at the Feast site and motion to approve funding
 - Need to fix crack in basement of TCHA History & Community Center and motion to approve funding for repair
- Finance, Budget, and Risk Management Committee – Jeff Schwab (Todd White, John Thieme)
 - Funding source identified for previously approved \$2000 to support archeological conference at Purdue (\$1500 support, \$500 reception)
 - Plan to set aside part of Fowler House sale funds to form a reserve specifically for paying for infrastructure repair and improvements; method for budgeting additional funds to be added each year
- Ouiatenon Preserve – Colby Bartlett
- 50/300 Anniversary projects – David Hovde

RESOLUTION

At a Special Meeting of the TCHAF, Inc., Board of Trustees held pursuant to Call at Chumley's, 122 N. 3rd St., Lafayette, Indiana on Thursday, January 19, 2017, at 12:00 noon, a quorum of 4 of 6 existing Trustees unanimously, Resolved:

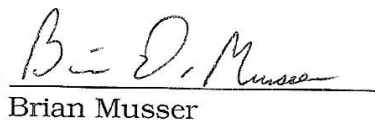
1. That the TCHA Foundation, Inc., be dissolved.
2. That all funds belonging to TCHAF, Inc., or to which TCHAF is entitled, be transferred to TCHA subject to the condition that they are restricted for endowment purposes only subject to annual disbursement of earnings to TCHA not to exceed 5% of the corpus.
3. That any existing members of the board of Trustees of TCHAF, Inc., who wish, have membership on the TCHA Finance Committee or other TCHA Committee charged with endowment development, subject to approval of the TCHA Board of Governors.
4. That the existing board of Trustees wind up the business and affairs of TCHAF, Inc., as expeditiously as possible, file all notices, documents and reports required with appropriate governmental agencies and make a final report to the membership of the dissolution of the corporation and the transfer of assets.

Attested to and respectfully submitted by Joseph (Del) Bartlett, Secretary of the Corporation and Brian Musser, Treasurer of the Corporation.

Attested:


Joseph (Del) Bartlett

Attested:


Brian Musser

To: Board Members, Tippecanoe County Historical Association Foundation (TCHAF)
From: Pete Bill, President of the Board of Governors, Tippecanoe County Historical Association (TCHA)
RE: Resolution for transfer of endowment funds from TCHAF to TCHA

April 1, 2017

On February 28th, 2017 a quorum of the Tippecanoe County Historical Association Board of Governors voted unanimously in principle to accept the offer from the Tippecanoe County Historical Association Foundation to transfer the TCHAF endowment to the Tippecanoe County Historical Association. This motion and vote are reflected in the official minutes of the Board meeting.

On March 28th, 2017 a quorum of the Tippecanoe County Historical Association Board of Governors voted unanimously to accept the resolution below from TCHAF for the conditions under which the TCHAF endowment funds would be restricted. This vote is reflected in the minutes of this meeting.

*Resolution to Accept Conditions for
Transfer of Tippecanoe County Historical Association Foundation Funds*

It is the intent of the Board of the Tippecanoe County Historical Association Foundation (TCHAF) to transfer the funds of the TCHAF to the Tippecanoe County Historical Association (TCHA) with the following covenant and conditions:

1. The funds to be transferred are restricted to endowment purposes only.
2. Any current trustee of the TCHA Foundation who desires to do so, will be a member of the TCHA committee or financial oversight entity that will oversee the management of the funds transferred to from TCHAF to TCHA. Any such TCHAF trustee who desires to be a member of this committee must be a current member of the Tippecanoe County Historical Association.
3. It is understood that the TCHAF principle will be added to the Total Return Unitrust (TRUT) managed by First Merchants Trust.

Sincerely,

Robert (Pete) Bill
President, TCHA Board

CC: Craig Hadley, TCHA Exec Director

Monthly Report June- July, 2017- Collections (prepared by Kelly Lippie)

- An IHS traveling exhibit (2D) loaned to the Battlefield this summer. “Indiana through the Mapmakers Eye”. This is a free, 5 week opportunity. The exhibit will be up at the Battlefield from June 14- July 26.
- Continued to assist archives volunteers to review the processed collections, revise finding aids and prepare material for listing on the new website. There are over 200 processed collections that need review. There are 2 summer volunteers (interns) working to process archival collections. One may also help in collecting Feast Oral Histories.
- 2 new volunteers working to catalog historic photographs and artifacts from the vault. 1 other summer volunteer is cataloging framed artwork. These new volunteers require training and ongoing supervision by me to make sure they are correctly processing the information.
- Several orders of historic photo reproductions requested & orders filled.
- Installed WWI artifact displays at the Arganbright library and in the Tippecanoe Battlefield rotating exhibit cases. Also installed Feast puppets in a library case.
- Attended the Greater Lafayette Home Educators Association’s Annual Open House on June 27th to promote TCHA school program opportunities.
- Spent time coordinating the library volunteers while L.A. was out sick.
- On-going volunteer projects include:
 - Cataloging the library books in the stacks and reading room.
 - Inventory continues for the Journal and Courier Negative Index. This is a decade’s worth of the newspaper’s negatives that have no searchable system beyond this index.
 - Index of the Journal & Courier photographic print portraits collection given to TCHA last year. This inventory project will likely take several years. There is currently no one working on this project.
 - Archives processing (new and review of old collections). 3 new collections processed, total of 207 archival collections now processed and ready for researchers.
 - Cataloging and scanning of the photograph collection has begun. This involves one volunteer organizing and prepping each photograph collection folder, another volunteer entering data in Past Perfect for each print, then another volunteer scans the images to their records.
- Met with TCHA’s exhibit team to discuss direction to take on exhibit for the History Center. Began collecting research on individual stories that may work in the exhibit. Traveled to Taylor Studios for workshop session.
- Continued to process memberships (renewals and new membership). 113 membership renewals sent out at the beginning of July.
- Several summer school programs at the Tippecanoe Battlefield and Fort Ouiatenon.
- Firearms at the Fort program held at Fort Ouiatenon Park on July 1, 65 people attended (although ¼ of them came and went throughout the program).
- Other Upcoming events:

- July 22- 23 Civil War Living History event at the Tippecanoe Battlefield
- August 19- Walking Tour of Ouiatenon Preserve
- September 10- Archaeology Day at For Ouiatenon Park (part of Indiana Archaeology Month)
- October 13- 15- Midwest Historical Archaeology Conference @ Purdue University
- November 5th- Battle of Tippecanoe Annual Commemoration event
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Collections Committee Meeting Report:

- July meeting held on July 5th at the Arganbright Center.
- 7 new donations considered. 0 rejected, 1 to be digitized and returned to donor, 5 to be kept and accessioned, 1 to be purchased for the collection.
- 19 items found in the collections without records of the donations. 3 rejected, 16 kept to accession.
- **0 items considered for Deaccession.**

BOARD OF GOVERNORS TERMS (3 YEAR TERMS)

Name	Term Ends
Colby Bartlett	December 2017
Del Bartlett	December 2018
Diane Begley	December 2018
Pete Bill	December 2019
Kevin Cullen	December 2018
Craig Graham	December 2017
Walt Griffin	December 2019
Amy Harbor	December 2017
David Hovde	December 2019
Matt Jonkman	December 2017
Carolyn O'Connell	December 2019
Quinten Robinson	December 2018
Benjamin Ross	December 2018
Jeff Schwab	December 2018
Pete Sherry	December 2019
Preston Smith	December 2018
Phil Tucker	December 2019
Todd White	December 2018
John Thieme	December 2019
Shane Weist	December 2019

STANDING COMMITTEES

* indicates Chair

Executive Committee

Pete Bill *
Jeff Schwab
Colby Bartlett
Shane Weist
John Thieme

Nominating Committee

Carolyn O'Connell *
Quinten Robinson
Preston Smith

Budget Committee (formerly the Finance, Budget, and Risk Management Committee)

Jeff Schwab *
John Thieme
Todd White

Facilities Committee (formerly the Grounds and Facilities Committee)

Walt Griffin *
Pete Bill
Colby Barlett
Del Barlett
Kevin Cullen

Collections Committee

Kelly Lippie*
Del Bartlett
Pete Bill
Kevin Cullen
Quinten Robinson
Rick Conwell
Leslie Conwell
Sarah Cooke
LA Clough
Craig Hadley

ADDITIONAL COMMITTEES AND LIAISONS

Development & Membership Committee

Craig Graham *
Craig Hadley

Foundation Board Liaison

Del Barlett

Ouiatenon Preserve and Roy Whistler Foundation Liaison

Colby Bartlett