

**Minutes for the Board of Governors Meeting held February 27, 2018  
Arganbright Center**

**ATTENDANCE:**

Pete Bill - President	David Hovde
Colby Bartlett – Vice President	Erika Kvam
Jeff Schwab – Vice President	Pete Sherry
Del Bartlett	Todd White
Diane Begley	Quentin Robinson
Kevin Cullen	Benjamin Ross (by phone)
Walt Griffin	Preston Smith
Amy Harbor	Phil Tucker

Unable to attend

John Thieme – Treasurer	Craig Graham
Shane Weist – Secretary	Kristen McVey

**Staff**

Craig Hadley  
Kelly Lippie  
DJ Tucker

Call to order at 5:15

Minutes from December 19<sup>th</sup>, 2017 meeting were reviewed and accepted with no changes.

A suggestion was made to change the date of the December meeting to the second week of January. After discussion, everyone agreed to **change the December 2018 meeting date to Tuesday, January 8<sup>th</sup>, 2019.**

**Officer's Reports**

**President**

- **Kristen McVey** resigned from the Board due to conflicts with her new position as judge and the requirement to hold night court every Tuesday evening. She regrets that she must step down from the Board but wishes to remain active in TCHA. This position will not be filled in 2018 because the number of Board members remains within the 18-22 recommended for functioning of the Board in 2018 as set at the last Board meeting. However, members of the Board are encouraged to identify potential Board members for 2019 and help them engage with TCHA so they can better understand the functioning of the Association.
- passing of **Karen Gilman Lauterback** on January 5<sup>th</sup>, 2018. Karen was the soap maker at the Feast of the Hunter's Moon for many years.
- passing of **Dorothy M. Morre** on February 7, 2018. Dorothy and her husband D. James Morre (preceded in death June 16, 2016) were involved for 50 years at the Feast of the Hunter's moon. Jim Morre was one of the blacksmiths at the Feast.
- passing of **Nola Gentry** on March 21, 2018. Nola was actively involved in the county government as president of the Tippecanoe County Commissioners and ran for West Lafayette mayor in 1999. She was involved and supported the Feast for many years and was very active at

the Farm at Prophetstown. Nola was a great asset to the community, TCHA, and the Feast of the Hunter's Moon.

### **Vice Presidents – no report**

### **Finance and budget report – Finance, Budget, and Risk Management Committee – Jeff Schwab chair, John Thieme, Todd White**

- Jeff reported that the identification numbers for TCHA accounts had been reviewed and modified. Some new account categories were created to better track those funds that need individual tracking (e.g., restricted funds such as the funds from the TCHA Foundation). Some other differentiation was made to separate expenses from the Feast from the operating expenses of the Association.

### **Executive Director report**

- Craig reported briefly on the success of the 4<sup>th</sup> Grade Diversity Program held in February. The Lafayette mayor was very pleased with the success of the program and has agreed to fund the expenses incurred for the program for this year. Next year (2019) sponsors will be solicited to help defer the expenses for the city of Lafayette.
- History Center funding – *details are listed in the Agenda for February 27<sup>th</sup>, 2018* – a total of \$367,860 has been raised from the Lafayette Community Foundation (\$12.5K), City of West Lafayette (\$30K), City of Lafayette (\$65K), Tippecanoe County Commissioners (\$45K), NCHS Grant (\$123,675), The TCHA Board (\$32K), and the rest from TCHA fundraising events, member donations, and matching funds. **Wintek** has agreed to donate equipment and labor to install a commercial wireless system in both Arganbright and the History Center as well as establish an established fiber-optic line between the History Center and Arganbright so computers in both locations can interact seamlessly. Estimated value of donation is \$25,000.
- History Center expenses yet to be covered – *details in the Agenda for February 27<sup>th</sup>, 2018* – A total of **\$84,229** is needed to finish some of the interior (painting, floors, entry door, office door, portable dance floor), security system, tables/chairs/linens, computer/printer/office furniture, flat screen TV for dining area and camera in auditorium to transmit to TV, portable PA system, re-keying the building, miscellaneous punch list items. **A motion was made to fund the remainder of this amount from the restricted Fowler House sale fund.** This fund was specially intended to be used for repair/replacement of permanent infrastructure and costs related to establishing a new facility to replace the role of Fowler House as a storage and display facility. **The motion passed by unanimous Board vote.**
- Funding will need to be raised from outside sponsors to complete the construction of the exhibit gallery (Taylor Studios project)
- Craig made the suggestion that a Ouitatenon Preserve Committee be formed to oversee the routine maintenance and upkeep of the Preserve area, and to maintain the liaisons with TCHA partners in this venture. The OP Committee would meet and make recommendations to the Board for expenditures for maintenance and improvement, as well as potential land acquisitions. Funding for the OP Committee would be part of TCHA's operational budget each year. **A motion was made to create the Ouitatenon Preserve Committee.** Discussion was generally in assent for this decision. The Committee would need to draft a charter for its charge and responsibilities and submit the charter to the Board for consideration, review, and approval. **The motion passed by unanimous Board vote.** Colby was selected as chair and Di Begley, David Hovde, and Del Bartlett all volunteered to be on the Committee. It was recommended that the

Committee also have non-Board members for additional input. *Charter will need to be submitted to Board for March meeting.*

- Locations for the 2018 Board meetings:
  - March – Battlefield Museum
  - April – History Center
  - May – Prophetstown Living History Museum
  - June – Stewart Center Purdue Archives
  - July – Haan Mansion
  - August – West Lafayette Library
  - September – Long Center
  - October – TBD
  - November – TBD
  - December – no meeting – changed to January 8<sup>th</sup> 2019
- Reminders
  - Board Retreat April 7<sup>th</sup> (location TBD) and Board Field Trip April 8<sup>th</sup>**
  - Annual Gala – Saturday, April 28<sup>th</sup>**
  - Ouiatenon Preserve Dedication – May 19<sup>th</sup>, 11:00 AM**
- Annual Appeal Status – mailings went out last week (3<sup>rd</sup> week of February) and are starting to come in. 4 Legacy bricks have been sold so far.
- **David Hovde** was presented a special recognition plaque for his leadership with the 50/300 program in 2017. Thank you David.

#### **Programs and Membership – DJ Tucker**

- 4<sup>th</sup> Grade Diversity Program has received positive feedback from teachers involved. Success attributed partially to communication and hand-delivery of information to teachers. Pre-visit packet was useful. Plan is to expand the program and include programming in the evening for the general public. Volunteers played an important role in making the day of the program go smoothly.
- Meeting with Farm at Prophetstown for 2 collaborative events in 2018
- March Blockhouse Campout and May Civil War event.
- Membership Media campaign starts next Monday
- So far have received 62 memberships. Current membership is 510.
- Renewal notices need to go out!

#### **Battleground report – Rick Conwell**

- Rick was not present due to illness
- Museum reopened January 17<sup>th</sup> – very slow first two weeks
- Sold \$700 in book sales at Conner Longrifles show in Noblesville
- Kalamazoo Living History Show is coming up – largest of three winter time shows
- Laura is back working normal hours

#### **Feast report – Leslie Conwell**

- Leslie was not present due to illness
- Feast Committee is meeting monthly
- Jan 24 wrapped up final Feast food booth payments
- Feast brochure work now beginning
- Media PR for 2018 beginning work

## **Committee reports**

- Buildings, Grounds, and Facilities Committee – Walt Griffin – no report, covered in ED report
- Ouiatenon Preserve – Colby and Del Bartlett
  - May 19, 11:00 AM Ouiatenon Preserve dedication
  - Colby still working on finding an appropriate sign for Preserve
- Collections Committee
  - Discussion about 2 china cabinets at Fowler House and potential violation of loan agreement due to moving 1 china cabinet off-site without notifying TCHA. Questions were asked about location of cabinet (in Matt Jonkman’s fathers house – is safe). Kelly was present to answer questions about loan policy. Communication from 1852 Foundation indicates they may want to give back furniture currently on loan (2 cabinets, table). Waiting on further communication from 1852 Foundation on whether this is what they want to do.
  - 4 items up for consideration for deaccession. Approved by the Board by unanimous vote.

## **Elections of Officers**

- Candidates: Pete Bill – President  
Colby Bartlett and Jeff Schwab – Vice President – 1 to be elected per By Laws  
John Thieme - Treasurer  
Kevin Cullen – Secretary
- The floor was open for additional nominations. Hearing none, the floor was closed to any additional nominations.
- Election was conducted by written secret ballot (phone-in member’s vote was recorded by Chair of Nominating Committee – Quentin Robinson).
- Election votes were tallied by Quentin Robinson and Craig Hadley – tallied ballots submitted to Board President
- There were 13 written ballots, and 1 phone ballot of individuals present at the time of the vote.
- In the contested position of Vice President, Jeff Schwab was elected.

Motion to adjourn

*Minutes recorded and submitted by Pete Bill*

**BOARD OF GOVERNORS TERMS (3 Year Terms)**

Name	Term Ends
Colby Bartlett	December 2020
Del Bartlett	December 2018
Diane Begley	December 2018
Pete Bill	December 2019
Kevin Cullen	December 2018
Craig Graham	December 2020
Walt Griffin	December 2019
Amy Harbor	December 2020
David Hovde	December 2019
Erika Kvam	December 2020
Kristen McVey	December 2020
Quentin 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

**OFFICERS OF THE BOARD (1 Year Term, not more than 5 consecutive terms)**

Position	Name	First Term Began	Term number
President	Pete Bill	June 2016 (for 2016 term)	3
Vice President	Jeff Schwab	February 2017	2
Secretary	Kevin Cullen	February 2018	1
Treasurer	John Thieme	February 2015	4

## STANDING COMMITTEES

\* indicates Chair

### Executive Committee

Pete Bill \*  
Jeff Schwab  
Kevin Cullen  
John Thieme

### Nominating Committee

Quentin Robinson\*  
Preston Smith  
Pete Sherry

### 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  
Quentin Robinson

Rick Conwell  
Leslie Conwell  
Sarah Cooke  
LA Clough  
Craig Hadley

### Ouiatenon Preserve Committee

Colby Bartlett \*  
Del Bartlett  
Di Begley  
David Hovde  
Leslie Martin Conwell

### Development & Membership Committee

Craig Graham \*  
Craig Hadley

### Foundation Board Liaison

Del Barlett