

**Minutes for the Board of Governors Meeting held April 24, 2018
TCHA History Center**

ATTENDANCE:

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

Unable to attend

Shane Weist

Staff

Craig Hadley
Kelly Lippie
Rick Conwell
Leslie Martin Conwell

Call to order at 5:19

Minutes from March 27th, 2018 meeting were reviewed and accepted with no changes.

Officer's Reports

President

- Board retreat was successful. The Power Point presentation on personality styles, personal interactions and conflict, and history of TCHA are all available.
- Some Conflict of Interest forms are still outstanding – please turn those in ASAP as this is something we have to do annually for tax reporting purposes.
- Note: passing of Larry Dean Chowning, a silversmith and longtime member of the 42nd Scottish Highland Regiment 1776. he was once the chief archeologist at Fort Ouiatenon.

Vice President – no report

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

- A number of revisions were recommended to free up the \$18,000 needed to hire an events and facilities manager and pay that person through the end of the year.
- Chairman Schwab noted that several line items would have no surplus funds for the rest of 2018.

Programs and Membership – reported by Craig Hadley, written report by DJ Tucker

- D.J. Tucker met with the superintendent of the George Rogers Clark National Park in Vincennes to discuss potential partnership opportunities with TCHA
- Finalized plans with reenactors for a Civil War living history program in May
- Worked to find World War II veterans for the TCHA gala
- Provided education programs for fourth graders at the Tippecanoe Battlefield.

Battlefield Museum Report – Rick Conwell

- The number of individual visitors was down by 1,160 during the first quarter, compared with the first quarter of 2017, but the number of group visitors was up substantially, and in-store sales were up slightly.

Feast report – Leslie Conwell

- She coordinated a Feast Steering Committee meeting in late March
- Planned to clean up flood damage at the Feast barn on April 28
- Brochure distribution arrangements were finalized with Visit Indiana; more than 16,000 will be mailed.
- Helped coordinate annual meeting of food booth chairpersons.

Collections Committee – written report by Kellie Lippie

- A document will be presented in May on collections policy and library/archives pricing changes.
- To date, some 2,483 records from Past Perfect On-line are now available for online access.
- Colby Bartlett noted that a clear policy is needed to govern future collecting and deaccession. Many non-contributing items are taking up storage space that could be used for historical items from the 1940-1980 period that TCHA lacks, but should seek out.

Facilities Committee (formerly Buildings and Grounds)

- Craig Hadley noted that work is underway to set rate fees for History Center use; a proposal will be presented to the board in May.
- A local church, called The Gathering, is renting the auditorium for services for \$1,050 per month.

Ouiatenon Preserved Committee – Colby Barlett

- He recently represented TCHA at the state preservation conference. He accepted a state archeology award on behalf of the preserve.
- The dedication of the preserve is set for May 19.
- A \$100,000 grant will be sought to create a digital interpretation program for the preserve.

Executive Director report

- Craig has applied for four grants -- \$17,000 from the Community Foundation for work on the Blockhouse; \$10,000 from the McAllister Foundation for sponsorship of the 4th Grade Diversity Program; \$10,000 from the Lafayette-West Lafayette Visitors Bureau for marketing for the Feast, and \$250,000 from the National Endowment for the Humanities for work on the Battlefield Museum.

- Interior work on the History Center is essentially complete, and exterior work should be finished in July.
- More than 200 people are expected to attend the Gala at the History Center on April 28.
- There is interest in the community in renting the banquet room and auditorium in the History Center, and a facilities manager is needed to make arrangements, seek bookings, and provide security. Pete Bill noted that 1.25 events will be needed each week to provide enough income to cover that person's salary, estimated at approximately \$30,000 per year.
- Craig said that an outstanding candidate is willing to accept the position, but Erika Kvam said that the job should not be directed to a particular individual. After some discussion, the board endorsed the proposed position, agreed to fund it through the end of this year with budget revisions, and decided to begin a hiring search.

Motion to adjourn

Meeting adjourned 6:30 PM

Minutes recorded and submitted by Kevin Cullen

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 Buildings & Grounds 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

Erika Kvam *
Craig Hadley
Pete Bill
Membership Director

Foundation Board Liaison

Del Barlett