

Tippecanoe County Historical Association Board of Governors Meeting

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

AGENDA

5:15 PM, June 25th, 2019

TCHA HISTORY CENTER

Members of the Board (total: 21 – quorum: 11)

Pete Bill – President*	Amy Harbor
Jeff Schwab – Vice President*	David Hovde
John F. Thieme – Treasurer*	Zula Kress
Erika Kvam – Secretary*	Ken Moder
Colby Bartlett	Quentin Robinson
Del Bartlett	Annie Hatke Schap
Julie Byers	Gretchen Shelmon
H. Kory Cooper	Preston Smith
Craig Graham	Phil Tucker
Walt Griffin	Todd White
Ron Halsema	

* members of the Executive Committee

Call in instructions: Call (916) 235-1420. Enter Participant PIN # when asked: 614556 #

FUTURE DATES FOR MEETINGS and EVENTS

See Program Brochure or TCHA Web Site for upcoming Programs

Executive Committee (agenda setting) – 5:15 Thursdays before Board meeting; Arganbright

Board of Governors – Fourth Tuesday of the Month at 5:15 at History Center unless otherwise noted

- July 2019 Tuesday, July 23rd
- August 2019 Tuesday, August 27th
- September 2019 Tuesday, September 24th (Feast is October 5-6)
- October 2019 Tuesday, October 22nd
- November 2019 Tuesday, November 19th (Thanksgiving is November 28th)
- December 2019 No meeting
- January 2020 TBD

July events:

July 9 th	Show & Tell – Tippecanoe County and John T. McCutcheon
July 10 th	Evening Lecture – John Norberg – Discover Space
July 13th	TCHA and Farm at Prophetstown Membership Appreciation Dinner
July 14 th	History According to Hollywood – From Earth to the Moon
July 18 th	Lunch & Lecture – Georgia’s Legacy – Overview of Tippecanoe Cty DAR
July 24 th	Workshop – Building Your Family Tree

AGENDA

- Call to order
- Minutes from April 23rd Board meeting – **minutes need to be approved** (see May Agenda)
- Minutes from May 28th Board meeting – information is FYI as no quorum was attained
- Minutes from the Executive Committee meeting of May 30th for items deferred by Board to Exec Com – information is FYI
- Officer's reports and business
 - President – No report
 - Vice PresidentNoted in passing:
 - **Richard “Dick” Wiegand.** He and his wife Joyce were long time Feast volunteers. His wife Joyce served on the Feast committee for many years.
 - **Steven Lee.** From Frankfort. Father-in-law of Megan Lee.
 - Treasurer
- Finance and budget report – Finance, Budget, and Risk Management Committee – *Report on pages 8-16 in Agenda*
- Membership and History Center Events Director – Megan Lee
- Programs Director – Kristin Krzic – *Report on pages 17-18 in this Agenda*
- Collections Committee – Kelly – *Report on pages 19-20 in this Agenda*
 - Board vote required for deaccession of items – *see page 21 in this Agenda*
- Feast report – Leslie Conwell – *Report on page 22 in Agenda*
- Battleground Museum report – Rick Conwell – *Report on page 23 in Agenda*
- Ouiatenon Preserve Committee – David Hovde
- Notes from Committees
 - Facilities Committee – Walt Griffin
 - Development & Membership Committee – Erika Kvam
- Executive Director report – *Report on page 24 in Agenda*
 - Parking Lot Agreement
 - Additional Arganbright Improvements
 - Grants
 - History Center Report
 - Status on insurance coverage on all parcels of land owned by TCHA

END AGENDA

Minutes for the TCHA Board of Governors Meeting held May 28th , 2019
TCHA History Center

ATTENDANCE:

Pete Bill - President	Walt Griffin
Erika Kvam - Secretary	Amy Harbor
Colby Bartlett	Zula Kress
Del Bartlett	Ken Moder
Craig Graham	Gretchen Shelmon

Unable to attend

Jeff Schwab – Vice President
John Thieme – Treasurer
Julie Byers
Kory Cooper
Ron Halsema
David Hovde
Quentin Robinson
Annie Hatke Schap
Preston Smith
Phil Tucker
Todd White

Staff: Craig Hadley, Kelly Lippie, Leslie Martin Conwell, Megan Lee, Kristin Krzic

Total attendance by Board members = 10; **NO QUORUM** was achieved, and no formal business was conducted.

Reports were made

Membership and History Center Report – Megan Lee

- As of May 23rd memberships are at 536, (541 reported in April, 532 reported in March)
- 15 renewals and 3 new memberships have been entered.
- Renewal notices and second reminders went out on May 23rd.
- One member moved from a Patron Membership to a Treasurer Membership, making the 3rd Treasurer Membership sold this year.
- Only 10 Renewals were sent for June. Will be a smaller return this month.
- We are busy getting ready for the Membership Appreciation Dinner July 13th.
- Megan attended the Business Networking meeting; nice event but too costly and demanding to be of any measurable benefit for TCHA
- History center: The Masons have moved things out of the closet; Stewart is working on getting the pillar outside the Columbia St. door removed (follow up: it has been removed)
- Holiday Inn City Center may be wanting to use the HC for some events during their remodel
- TCHA is participating in the Gallery Walk in July
- Juniper spoon event cancelled for lack of response; Amy Harbor pointed out that they cancelled the event before the deadline for applicants.
- Current rental list was provided as well as detailed price list to remodel the Bridal Suite

Programs Director Report – Kristen Krzic

- The Brokerage craft beer bar and the Cathy Russell team (who owns the Brokerage's building) will be donating \$500 to sponsor Evening Lectures
- 23 people attended Tom Turpin's presentation on The Chicken. Very good speaker. Brought in \$140.00
- Nine people attended and brought in \$45 for History According to Hollywood event
- Indiana Veteran's Home Lunch & Lecture – 10 people attended, made \$50
- 2 school programs done for income of \$288 and \$180
- 645 students have been signed up for Feast School Day; 18 students for special kids day
- It was asked when the next Program Advisory Committee would meet, answer: "soon"

TCHA Collections – Kelly Lippie

- Working on a new way to track researchers and research requests for library or collection; 25 researchers were assisted by the Library in April
- Volunteers are re-indexing Wills & Estate files, sorting Courthouse materials, indexing County suit cases, working on indexing orphans records, 2 are photocopying material for projects
- TIPCOA is still cleaning documents from the Courthouse
- Had an intern from Purdue until May 3rd – processed 3 collections; worked on lesson plans for teachers
- Scanning house exterior photographs
- Are cataloging hats in the TCHA collection; hats will be photographed and entered into Past Perfect database
- Weeding out duplicate books in collection
- There is now a traveling exhibit in the Battleground Museum gun room and the chief's gun is now on display in its exhibit case
- Attended the Unseen City Tour on May 9th and had a TCHA table in the community center
- Attended DAR 125th Anniversary party with a TCHA dress to exhibit
- Social media: Instagram: 591 followers; 17 post made in last month; Twitter 718 followers; most posts from Twitter were fed from Facebook
- Volunteers collected money for flowers planted in front of Arganbright
- Exterminators sprayed Arganbright – Kelly says it was the first time in years this has been done
- Collection Committee did not meet; no items for deaccession

Feast of the Hunters Moon – Leslie Conwell Martin

- Jeff and Leslie met April 25 with Brian Wagner, who will run registration again this year.
- Can we make arrangements for TCHA to have a presence at the **Tourism Tailgate and the Leadership Lafayette Volunteer Expo**? Kelly reported that Leadership Lafayette did not invite TCHA so that is why we haven't gone recently.
- The monthly Feast steering committee was 5/15. Topics discussed included pole cutting, a possible period clothing workshop, and the applications.
- Feast applications went out in the mail this month and were also posted online. The

application monies go to Craig, and I take the applications to Jeff for data entry. I corresponded with applicants whose applications needed further clarification

- All food booth paperwork was electronically sent to food booths. Most of the paperwork is due June 1st and August 1st.
- Some more PR arrangements have been made, including final design for the billboard and banner. Thank you to Craig for making the arrangements **to have the city put up the banner**. Pete asked if there were plans for a West Lafayette banner over River Road. Craig is checking into that.
- Feast program performer contracts were mailed out, after budget consultations with Craig and Jeff. Are going to have to find a different hotel for performers as the quality of the stay at Day's Inn is going downhill. Megan will work with Leslie. Leslie needs a block of 38-45 room nights and needs to be less than \$100/night.

Tippecanoe Battlefield Museum – Rick Conwell (reported by Pete)

- Oversaw and assisted in final details of labeling and securing Chief's Gun exhibit. Exhibit is now complete.
- First Quarter attendance, museum admissions, and sales were all down slightly from the same period in 2018. The cold, rainy spring weather is partially to blame having caused the weather-related cancellation of two significant school tours and generally depressing attendance.
- Spoke by phone with Allen Nail regarding National Park Service **Witness Tree Program** and **update on 9th Street repaving, now scheduled to begin July 8th**.
- Registered the Battlefield for the Blue Star Museum Program again this year. It is underway as of May 18th. Under the Blue Star program, museum admission is free to active duty personnel and their immediate families.

Ouiatenon Preserve Committee (reported by Pete)

- Two proposals were on the table but without a quorum no action could be taken
- The items were discussed anyway with those present and non-binding straw votes taken just to get a feel for support. For the proposal to approve money for damage assessment from Duke Energy the straw vote was unanimous. For the proposal to permit the TCHA Ouiatenon Committee chair the latitude to make decisions on project expenses less than \$500 that can not wait until a regular Board meeting, after considerable discussion there were 5 of 9 in the straw vote that supported.
- It was recommended by the Board members attending that the Executive Committee discuss and make the decision keeping in mind the straw votes and the discussion made. Pete would take the matters to the Executive Committee at a meeting May 30th.
(The minutes of that meeting are attached at the end of these minutes)

Facilities Committee – Walt had to leave before this. Kelly reported that there are still leaks in the basement. Could be from the windows. Levi is going to dig a pilot hole in the planter bed to see if it is dirt all the way down or it is sitting on concrete. Kelly requested more dehumidifiers; Del was going to loan some of his.

Executive Director's Report – Craig Hadley

- Arganbright parking contract is being finalized with Del. Craig Graham made a suggestion about mutual insurance. Del will add that language.
- Kelly asked if there should be an additional security camera pointed at the upper lot of Arganbright. Craig will look into it.
- Sidewalk remodel/repair and ADA compliant bathroom remodel at Arganbright: Craig is going to fund these with grants from NCHS and another source. Will be also looking at grant for signage replacement on Arganbright.
- Gala fundraiser – still have some outstanding bills but less than \$400. Program Advisory Committee agreed to 70's disco theme for 2020 Fundraiser
- Exhibit task force: met; decided to have 2-3 cases made for alcove area in History Center.
- Liability insurance on Ouitatenon Preserve: all property is currently insured but need to add insurance for parking lot. Craig Graham said the parking lot is included in the current insurance.
- Craig passed out report on the cost of the History Center. Had dollars raised, but not totals of amount cost. Question was raised: "How much is left in the Fowler House Restricted Account"? Craig was unable to answer. Need to know how much was spent on the History Center total and how much reserve remains in the Restricted Account that was the money from the sale of the Fowler House. Deferred to next meeting.

Meeting adjourned 6:48PM

Minutes recorded and submitted by Erika Kvam

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**Executive Committee minutes
May 30, 2019**

Members present:

Pete Bill, Board President
Jeff Schwab, Board Vice President
Erika Kvam , Board Secretary
Craig Hadley, TCHA Executive Director

Unable to attend: John Thieme, Board Treasurer

The Executive Committee was meeting at the direction of the TCHA Board. On Tuesday, May 23rd the TCHA Board met, but was unable to establish a quorum. Because there were some time-sensitive proposals that needed decisions, 2 proposals from the Board Agenda were discussed by the Board, a non-binding straw vote was taken by Board members in attendance, and the proposals sent to the Executive Committee with instructions to modify the proposals in alignment with the discussion by the Board and to make a final decision on the proposal acceptance or rejection.

The two proposals from the Ouiatenon Preserve Committee were discussed and the original proposals as written in the Board Agenda from May 23rd were modified slightly to correspond to the nature of the discussion the Board members had at that meeting.

Proposal #1

Approve an amount not to exceed \$900 to be released from the Ouiatenon Preserve Restricted Account to pay for an assessment of damage to trees caused by Duke Energy. Contract with Jeff Swackhammer to perform the work per his proposal and at \$50/hour and \$.050 per mile not to exceed \$900. Once the report is completed, the report will be submitted to Duke Energy by OPI to seek remuneration for damages. Final settlement on any damage remuneration from Duke Energy must be approved by the TCHA Executive Director.

The proposal modification reflects the questions and comments made by the Board members at the Board meeting and is intended to be congruent with the perceived intent of the Board members. A straw vote from Board members after discussion was 9-0 in favor of the modified proposal.

Proposal #1 as written was passed by unanimous vote of the Executive Committee in attendance.

Proposal #2

In the event that the Ouiatenon Preserve Inc. must obtain TCHA funding of less than \$500 for a time-critical project that cannot wait for a regularly scheduled meeting of the full TCHA Board of Governors, the chair of the TCHA Ouiatenon Preserve Committee is authorized to seek funding release for the project directly from the Executive Committee via e-mail vote.

The proposal modification reflects the questions and comments made by the Board members, especially those comments made over concern of proper oversight of such decisions (discussion about limits of request per period of time, limitation of total amount requested in a year, etc.). The proposal as modified is intended to be congruent with the perceived intent of the Board members. A straw vote from Board members after discussion was 5-3 in favor of the modified proposal.

Proposal #2 as written was passed by unanimous vote of the Executive Committee in attendance.

Board right to modification

The TCHA Board of Governors has the right to modify or overturn decisions made by the Executive Committee. The Executive Committee decisions are intended to facilitate the decision making process by the TCHA Board, but not to replace the right of the Board to make those decisions. Any member of the Board may make a motion to modify, amend, or overturn a decision made by the Executive Committee at a regular TCHA Board meeting.

Submitted 5/31/2019

Pete Bill
President, TCHA Board of Governors

Finance, Budget, and Risk Management Committee Report

What happened to the surplus from the Feast of 2017?

Since the highest cash balance was after the October 2017 Feast I start my analysis with November of 2017. The following exhibit shows the balance in the TCHA bank accounts as of April 30, 2019 compared to the balances in the TCHA bank accounts as of November 1, 2017.

TCHA

Change in Bank Accounts for the period
November 1, 2017 through April 30, 2019

Bank Accounts	4/30/2019	11/1/2017	Change
1000 Petty Cash	\$ 200.00	\$ 200.00	\$ -
1010 LB&T Checking	28,896.91	403,708.42	(374,811.51)
1015 Emergency Maintenance Fund	22,443.49	-	22,443.49
1025 Restricted Account	14,341.72	353,730.83	(339,389.11)
1027 Ouiatenon Preserve Account	85,330.54	189,579.61	(104,249.07)
1045 Feast Rainy Day Account	30,001.81	-	30,001.81
	<u>\$ 181,214.47</u>	<u>\$ 947,218.86</u>	<u>\$ (766,004.39)</u>

The statement of income for this 18 month period of time (November 1, 2017 through April 30, 2019) shows net income of \$274,965.13. The question is: how did TCHA spend \$766,004.39 when the financial statements show income of \$274,965.13?. To answer this question you have to also look at the changes in the investment accounts which show the transfer of the \$442,894.18 from the TCHA Foundation. This amount was recorded as income on the income statement. The total increase in the investment accounts during this 18 month period was \$450,424.10. This affected the income reported on the income statement but not the bank accounts.

TCHA

Change in Investment Accounts for the period
November 1, 2017 through April 30, 2019

1900 Investments	4/30/2019	11/1/2017	Change
1055 TCHA Trust Cash	\$ 66,721.31	\$ 26,319.62	\$ 40,401.69
1905 TCHA Trust Equities	1,052,857.58	639,212.66	413,644.92
1915 Community Foundation Equities	28,268.00	28,268.00	-
1960 Wetherill Trust	340,243.44	343,865.95	(3,622.51)
Total 1950 Beneficial interest in trusts	<u>\$ 1,488,090.33</u>	<u>\$ 1,037,666.23</u>	<u>\$ 450,424.10</u>

Activity in Investment Accounts for the period
November 1, 2017 through April 30, 2019

Investment Activity	Amount
TCHA Foundation money received	\$ 442,894.18
Investment income	26,239.76
Investment Fees	(15,179.84)
Trust tax return preparation	(2,625.00)
Tax on Trust 2014	(905.00)
	<u>\$ 450,424.10</u>

1015 Emergency Maintenance Fund

The money to open this account of \$22,500 was transferred on March 18, 2019 from the Restricted Account. As of April 30, 2019 there had been little activity except for a bank charge.

1025 Restricted Account

During the 18 month period the account had income of \$195,979.85, paid out \$412,868.96 in asset additions and transferred \$122,500 to other accounts. The detail and activity of this account is discussed in a separate section.

1027 Ouiatenon Preserve Account

During the 18 month period the account had \$27,333.96 of income and paid out \$131,583.03 for asset additions.

1045 Feast Rainy Day Account

The money to open this account of \$30,000 was transferred on March 18, 2019 from the Restricted Account. As of April 30, 2019 there had been little activity.

1010 LB&T Checking

The overall decrease in the LB&T checking account for the 18 month period was a decrease of \$374,811.51. The deposits during this same period totaled \$1,028,979.42 (including \$70,000 transferred from the Restricted Account). This means that the total cash out totaled \$1,403,790.93. Since I started this analysis as of November 1, 2017 when cash was highest, not all of the 2017 feast activity was included. I separated payroll out of the other expenses but included the payroll information in a separate column for each line for reference.

The following is how the cash was spent during this 18 month period:

Cash spent on asset additions like Costumes, equipment, air conditioner etc	(65,351.60)			
Payroll and Benefits	(405,678.11)			
		Income	Payroll	Income (Loss)
Feast 2017 - Nov and Dec 2017 excluding Payroll	(169,230.71)	49,900.96	(4,859.31)	(124,189.06)
Feast 2018 - Jan to Dec 2018 excluding Payroll	(352,654.42)	461,461.10	(39,693.88)	69,112.80
Feast 2019 - Jan to April 2019 excluding Payroll	(3,401.04)	19,566.00	(12,889.68)	3,275.28
Battlefield for 18 month period excluding Payroll	(47,982.05)	107,634.36	(87,314.82)	(27,662.51)
Ariganbright for 18 month period excluding Payroll	(33,131.63)	7,401.96	(323.41)	(26,053.08)
History Center excluding payroll	(52,501.29)	15,954.70	(17,491.82)	(54,038.41)
Operations for 18 month period excluding payroll	(139,165.89)	45,751.44	(243,105.19)	(336,519.64)
Blockhouse for 18 month period	(2,248.85)	-		(2,248.85)
Fowler House - Coding error \$3,012 should be History Center	(3,650.10)	600.36		(3,049.74)
Diversity Program 2018	(16,068.92)	13,123.41		(2,945.51)
Diversity Program 2019	(19,422.80)	20,100.00		677.20
Other Programs 18 month period	(4,732.59)	688.01		(4,044.58)
Fundraising Concert 2019	(4,457.50)	1,586.03		(2,871.47)
Gala 2018	(22,454.04)	28,590.00		6,135.96
Gala 2019 to 4-30-19	(7,274.86)	2,765.00		(4,509.86)
Christmas Ball 2019	(302.78)	4,675.00		4,372.22
Mark Twain Show 2019		3,500.00		3,500.00
Ouiatenon Preserve - looks like paid by Operating Acct	(2,288.31)			
Change in Operating Liabilities (AP, CC, payroll)	(52,130.62)			
Minor difference not identified		337.18		
	\$			(1,403,790.93)

1025 Restricted Account

For the activity in the Restricted Account, I looked at the transactions from when it was opened in July of 2017 to the date I pulled the reports off of Quick Book which was May 29, 2019. I also looked at the Regions Bank Account which was where the money received from the sale of Fowler House was deposited on June 12, 2015 of **\$611,000**. The \$611,000 was used to purchase the History Center for \$350,000, pay closing costs of \$714.64 and open the Restricted Account with an initial deposit of \$260,285.36.

Purchase of History Center

The initial cost for the History Center was paid out of the Regions Account and totaled \$350,000.

Earnest money for purchase of the History Center	\$	1,000.00
Purchase of the building		349,000.00
Total for initial purchase		350,000.00

Remodeling of the History Center

The following transactions in the Restricted Account were attributed to the History Center remodeling:

Initial Deposit July 2017 into restricted account from Regions Account		\$	260,285.36
Contributions and grants for History Center as best I could tell			317,948.00
Interest earned on Restricted Account			1,761.09
Building Improvements to History Center Paid out of Restricted Account			(390,662.66)
Paid with Credit Card and reimbursed to the LB&T Account from Restricted Account	06/21/2018		(36,176.80)
Paid with Credit Card and reimbursed to the LB&T Account from Restricted Account	3/28/2019		(609.23)
Check order charges for Restricted Account			(91.50)
Expenses related to History Center Paid out of Restricted Account (not assets)			(10,628.24)
Activity in Restricted Account related to History Center			141,826.02

Activity in the Restricted Account also included improvements to the Feast Barn and the Blockhouse. At least part of this was paid for by a grant. The rest of the money was transferred to other bank accounts.

Activity in Restricted Account related to History Center		141,826.02
Contributions Other- Feast Barn and Blockhouse-Could be more included with HC Contributions above		17,222.00
Building Improvements Other- Feast and Blockhouse		(27,656.30)
Transfer of money from restricted to New Emergency Fund Account	03/18/2019	(22,500.00)
Transfer of funds from restricted to New Feast Rainy Day fund Money Market account	03/18/2019	(30,000.00)
Deposit of insurance proceeds - no corresponding cost-assume paid for from operating acct		4,985.00
Transfer to LB&T checking	03/08/2019	(30,000.00)
Transfer to LB&T checking	12/20/2018	(40,000.00)
Transfer to LB&T checking	08/27/2018	(3,364.50)
Deposit transferred out		3,364.50
Ending Balance in Restricted Account as of May 29, 2019 in Quickbooks		\$ 13,876.72

Some of the assets purchased for the History Center were paid out of the LB&T checking account and were not reimbursed from the restricted account. The total of these payments was \$87,701.02 and included in this number is the total amount paid to Taylor Studios of \$68,600. I have not included the Equipment-History Center asset account which totals over \$35,000. I think some of this was reimbursed to LB&T Checking from the Restricted Account in the transfer of June 21, 2018. The amount below is only the Building and Building Improvements for the History Center and not the equipment.

History Center Building				\$	350,000.00
History Center Improvements paid out of Restricted Account			390,662.66		
History Center Improvements paid out of Emergency Maintenance Account In May 2019			4,700.00		
History Center Improvements paid out of LB&T Checking Account			87,701.02		
Total History Center Building Improvements					483,063.68
Total Cost of History Center Building and Improvements as of May 29, 2019 Quickbooks report				\$	833,063.68

Tippecanoe County Historical Association

BALANCE SHEET

As of June 20, 2019

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Petty Cash	200.00
1010 LB&T Checking	18,931.20
1015 Emergency Maintenance Fund	16,535.80
1025 Restricted Account	13,583.59
1027 Ouiatenon Preserve Account	34,080.54
1030 Regions	435.49
1045 Feast Rainy Day Account	30,001.81
1050 TCHA Investment Accounts	
1055 TCHA Trust Cash	66,721.31
Total 1050 TCHA Investment Accounts	66,721.31
Total Bank Accounts	\$180,489.74
Accounts Receivable 1210	
Accounts Receivable	12,022.09
Total Accounts Receivable	\$12,022.09
Other Current Assets	
1222 Due from OPI	49,150.00
1510 Inventory- General	63,509.00
Total Other Current Assets	\$112,659.00
Total Current Assets	\$305,170.83
Fixed Assets	
1729 Costumes-Period Clothing	7,814.37
1736 Program Dept Equipment	1,222.41
Buildings	
1700 Battlefield Building	22,868.13
1707 History Center Building	350,000.00
1710 Arganbright Building	267,214.74
1715 Fort Ouiatenon Building	106,099.21
Total Buildings	746,182.08
Buildings - Improvements	
1720 Arganbright Building Improvements	29,201.36
1721 Building Improvement-History Center	482,256.81

1722 Building Improvement- Blockhouse (Fort)	19,736.30
1723 Building Improvements-Feast Barn	7,920.00
Total Buildings - Improvements	539,114.47
Equipment	0.00
1730 Battlefield Equipment	17,023.25
1740 Arganbright Equipment	133,099.17
	TOTAL
1741 Equipment-History Center	35,026.77
1750 Fort Ouiatenon Equipment	13,136.98
1760 Vehicles	31,009.05
Total Equipment	229,295.22
Exhibits - Museum 1770 Battlefield Exhibits	49,578.33
1775 Big Four Depot Exhibit	8,216.30
1776 Furniture & Fixtures	14,206.98
Total Exhibits - Museum	72,001.61
Land	345,000.00
1790 Wetherill Land	75,068.06
1795 Fort Ouiatenon Land	563,596.68
1799 Land Improvements at Fort O	63,653.23
Total Land	1,047,317.97
Total Accumulated Depreciation	-626,414.15
Total Fixed Assets	\$2,016,533.98
Other Assets	
1900 Investments	
1905 TCHA Trust Equities	1,052,857.58
1915 Community Foundation Equities	28,268.00
Total 1900 Investments	1,081,125.58
1950 Beneficial interest in trusts	0.00
1960 Wetherill Trust	340,243.44
Total 1950 Beneficial interest in trusts	340,243.44
Total Other Assets	\$1,421,369.02
TOTAL ASSETS	\$3,743,073.83
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-155.25
Total Accounts Payable	\$ -155.25

Credit Cards	
2005 Lafayette Bank and Trust Visa	70.31
Total Credit Cards	\$70.31
Other Current Liabilities	
2004 Payable to Restricted Account	750.00
2040 Note Payable #46000 07491	60,000.00
2300 Sales Tax Payable	97.80
2610 Simple Retirement Payable	297.10
2620 Co-elect Retirement Payable	297.10
2700 Deferred Revenue	500.00
Total Other Current Liabilities	\$61,942.00
Total Current Liabilities	\$61,857.06
Total Liabilities	\$61,857.06
Equity	
3010 Unrestricted Net Assets	3,089,532.09
	TOTAL
3020 Temporarily Restricted	192,029.00
3030 Permanently Restricted	336,511.00
Net Income	63,144.68
Total Equity	\$3,681,216.77
TOTAL LIABILITIES AND EQUITY	\$3,743,073.83

Programs Director Report
Kristin Krzic
June 2019

Program Advisory Committee

Kristin Krzic – Program Director*
Walt Griffin
David Hovde
Quentin Robinson

Annie Schap
Shane Weist (non-Board)
Pete Bill

Blockhouse Living History

Date: June 9

Location: Fort Ouiatenon

Time: 10 a.m. to 4 p.m.

- Great turnout
- Many families came with kids
- The kids enjoyed playing the historic games and learning about the Midsummer and May Day

History According to Hollywood: The Long Riders

Date: June 9

Location: History Center

Time: 4:00 p.m.

- Turnout, 6 people
- Profit: \$30
- People really enjoyed the film and are looking forward to next months
 - We got the technology to work well

TCHA Evening Lecture Series: Purdue Traditions

Date: June 12

Location: History Center

Time: 6:00 p.m.

- Attendees: 8
- Profit made: \$40
- The attendees seemed very interested in the event since many of them graduated from Purdue and they really enjoyed the book signing aspect of it as well. Many of them did their book signings before and after his lecture.

Lunch and Lecture with Greater Lafayette Figure Guild

Date: June 20

Location: History Center

Time: 6 to 10:30 p.m.

- Attendees: 7
- Profit made: \$35

- They were all very engaged and there was great conversation with the speakers. They really enjoyed it.

School Programs

- June 11
 - Roads Group
 - Conflict of Cultures
 - 30 attended
 - Profit: \$150
- June 6
 - Prudent Tour
 - Conflict of Cultures
 - 60 attended
 - Profit: \$300
 - Wants to come again next year

TCHA Collections Department Report
Kelly Lippie
June 2019

Library & Archives Researchers (May Only) Purchase Totals

Admission (for non-members)	Photocopies	Research (off-site requests)	Postage/Shipping & Handling fee	Photo reproductions	Donations (not in donation box)
\$14.00	\$14.00	\$96.00	\$0	\$63.15	\$35.39
7 people		3 researchers		2 orders	

6 visitors were members, so they did not pay admission.

Library Projects May- June

Most volunteers also help researchers (both on-site and off-site) when needed.

- 4 volunteers currently working to re-index the Wills & Estate files. The old file was found to be very incomplete.
- 2 volunteers working on sorting Courthouse material to isolate & process the Poor Farm records.
- 1 volunteer working on the index for the County Suit cases collection. Checking completed index for spelling and numbering folders.
- 1 volunteer working index of orphans/ children's services records. This index was completed and posted to the TCHA website.
- 1 volunteer working on county licenses collection.
- 1 volunteer working on county court records
- 2 volunteers work on photocopying material for subject files or miscellaneous projects.
- L.A. working to help researchers and field info requests. Also double checks and edits indexes that other volunteers are completing.
- TIPCOA continues their monthly service project to clean & sort documents from the courthouse collection.

Collections Projects May- June

- Photo archives: 1 volunteer is cataloging while another volunteer scans the photograph into the completed record. Currently cataloging the "house exteriors" photographs.
- 1 volunteer working to catalog material in the decorative arts collection- which includes entering complete physical description in Past Perfect & taking a photograph. Curator attaches photo to record and double checks the work. Many items found without Accession records and will need to be researched.
- 1 volunteer cataloging library books in the duplicate book collection & publication archives. These books will also be weeded or recommended for Deaccessioning in the process.
- New volunteers working to catalog military collection and advertising card collection.
- Curator also works to double check, edit and assist with all of the volunteer projects. Often cataloging items for volunteers to complete records on. Also preparing material for new accession, researching "found in collection" items and determining potential deaccessions.
- Migrating Ouiatenon study collection over to the History Center from the Arganbright.

- Working with Kory Cooper to coordinate possible Intern project at TCHA for the Fall

Exhibits

- Traveling Exhibit on Loan from the Indiana Historical Society will be at the Battlefield from June 19- July 16. It is called *Faces in the Crowd: Indiana and the Political Process*. This is a free loan to us and will be available to Battlefield museum visitors with museum admission.
- Loan renewed for Masonic items on exhibit at the History Center. Aprons on exhibit were exchanged for others.
- History on Tour was at the Farm at Prophetstown on June 1st, with a special exhibit prepared for the experience.
- 1950s exhibit removed in mid-June, will next install Fort Ouiatenon artifacts.
- Options for the Exhibit Task Force for the History Center prepared based on May meeting. Some floorplans and designs ready for the next meeting.

Public Engagement

- VIP tour for Lafayette/ West Lafayette Visitors bureau met at History Center on May 22, and included look at Interim Collections storage area in the basement.
- Trail of Death caravan group visited the Arganbright Center on June 6th to view some selections from the George Winter Collection.
- Social Media:
 - o Twitter: 726 followers, 3 posts in May (most feed from Facebook posts)
 - o Instagram: 626 followers, 12 posts in May

Miscellaneous

- Pulled historic wedding dresses from the Collection to use in photo shoot promoting Bridal Suite and the History Center.
- Blog posted to the TCHA website on Sanborn Maps.
- Maintenance needed on 2 Arganbright air conditioners (roof and back), still waiting on filter maintenance.
- 2 new de-humidifiers purchased for the Arganbright basement, now the drains are backing up due to too much water. 1 used de-humidifier donated for the archives (now there are 2 up there working).

Collections Committee met on June 5, 2019.

- 24 new items considered. 1 was tabled, 4 were rejected, the rest were kept (2 as expendable)
- 9 batches of images were collected by TIPCOA during their April Scan-a-thon visit to Stockwell. All were accepted for the TCHA Digital Archive or photocopied for Subject files.
- 2 books were found in the Collections & considered for Accessioning. Both were rejected.

- Material recommended for Deaccession pending Board approval:

Accession #	Description	Donor	Reason	Disposal method
76-43	Book: "Gil Stormant's History of Gibson County, Indiana..." republished 1978.	TIPCOA, 1976	Duplicate	Sale
82.222.3A & B	Book: "Handbook of American Indians North of Mexico" edited by Frederick Webb Hodge. Parts 1 & 2, 1907	Westminster Village Library, 1982	Duplicate, poor condition	Sale
2898	Book: "Historical Collections of Ohio.." by Henry Howe, 1847	William Kann, ca. 1930s	Duplicate, poor condition	Sale
72-28	Book: "History of Tennessee Illustrated, 1887 with sketches of Hamilton County"	Thelma Morgan, 1972	Duplicate, poor condition	Sale
82.235.1	Book: "History of Clinton County Indiana..." by Joseph Claybaugh, 1913	Fran Miller, 1982	Duplicate, poor condition	Sale

Feast of the Hunter's Moon
Leslie Martin Conwell
June 2019

Sutler, traditional craftsperson, and food vendor applications were due back the first two weeks of June. I corresponded with several applicants whose applications needed further clarification. Craig is given any application fees that are due, I deliver the applications to Jeff for data entry, and any Feast participants that have purchased memberships have copies of their applications given to Megan. It seems to me that we have had quite a few more memberships sold to Feast applicants this year. Thank you to Megan for her hard work on the memberships. I worked on registration notebooks.

We finalized more PR contracts, and arranged for ad graphics with Angela Bruntlett/A Bruntlett Design

I worked with Craig, Jeff, and Angela Bruntlett on the 2019 Feast participant button design. Feast program personnel contracts were reviewed for budgeting purposes with Craig and Jeff. I began getting quotes on hotel rates from different lodging facilities. Thanks to Visit Lafayette-West Lafayette for their help on this project.

I monitored the Feast's Facebook page and posted several Ouatienon artifact photos from my files and from TCHA Curator Kelly Lippie. People are really enjoying seeing the photos. I also posted the Feast Volunteer Call-Out event.

I attended the TCHA board meeting 5/28.

Lauren Reed and I met 5/30 with Craig in regards to the joint TCHA/Farm at Prophetstown Membership Dinner. Menus and logistics were discussed.

TCHA's History on Tour trailer came to The Farm at Prophetstown's Family Day 6/1. The Farm really appreciated all of Kelly's work to set up the exhibit in the trailer, and it was great to see Kelly and Kristin at The Farm showing the many visitors TCHA's display.

I attended TCHA staff meeting 6/5.

The Feast committee meeting was 6/19. We reviewed the timeline and discussed the wifi situation. Craig is researching a safety communications system.

It has been too wet at the Feast booth pole cutting site- inside Prophetstown State Park- to get any pole cutting done. I will check the site later this week, and hope that things are dry enough for us to at least get some cutting done, even if we can't get trailers in to haul out the booth poles.

Very long time Feast volunteer (50+ years) Dick Wiegand passed away after a battle with leukemia, and I went to his funeral 6/22.

An arthritic back is going to dictate that I retire by the end of the year as the Executive Director of The Farm at Prophetstown. I will remain with TCHA and the Feast, because I don't have to sling hay (at least not too much, anyway!) or work with large livestock at the Feast ☺

Tippecanoe Battlefield Museum and History Store Report
Rick Conwell
June 2019

June 6,11,25. Hosted three adult tours, total of 64 people.

June 19th, accepted delivery and supervised construction of traveling exhibit from Indiana Historical Society, "Faces in the Crowd".

June 22nd, battlefield hosted TCHA Civil War event.

Completed staff schedule for Fiddlers' Gathering weekend.

Working up alternative parking instructions for visitors during 9th Street construction.

Working with collections department to set up temporary exhibit of Ouataton artifacts at History Center. Artifact pictures are currently being posted on Facebook and are being enthusiastically received. Announcement and schedule for the exhibit are pending.

Executive Director Report
Craig Hadley
June 2019

Parking Lot Agreement

The final revised copy of the parking lot agreement was completed by Del Bartlett and we submitted it to Matt Junkman for his review. He was fine with all of the revisions and we have the completed agreement. Copies have been sent to Matt for his signature and I anticipate the agreement to be signed just prior to the board meeting.

We will then look into scheduling the work in both the upper and lower parking lots in coordination with the 1852 Foundation and the contractor (American Paving). I will inform the board of these dates as well as staff and volunteers once we have them in place. The work will likely take two to three weeks.

Additional Arganbright Improvements

This work will consist of ADA renovation work both inside and outside of Arganbright that includes:

- Renovation of main floor restroom into ADA compliant unisex restroom.
- Excavating and setting back and replacing old retaining wall on the left side of the parking lot, installing a new sidewalk and curb ramp all for correct handicap parking access.
- Concrete repairs to existing sidewalk, curbs and steps
- Replacement of railing and the addition of a new railing system
- New building signage

This work will be broken up into two separate phases for grant writing purposes. We hope to get the money from grants and begin work on this part of the building project in the fall.

Grants

I am currently working on four grants. Three of which revolve around the parking lot and Arganbright building improvements and the fourth NEH grant for the renovation of the Battlefield Museum. These consist of the following:

- Community Foundation Mini-Grant = \$5300
- Community Foundation Infrastructure Grant = \$20,000
- North Central Health Services Grant = \$60,000
- National Endowment for the Humanities Grant = \$250,000

History Center Report

I am revising the figures for the History Center based on new information and some located expenditures that Lorita Bill was able to find in Quick Books. However, I do not want to submit it to the board until I have had the chance to go over those numbers with both Lorita and Jeff. Once that is done I will email out the revised report to the board for your review.

BOARD OF GOVERNORS TERMS (3 Year Terms)

Name	Term Ends (Annual Mtg. Jan/Feb)
Colby Bartlett	December 2020 (January 2021)
Del Bartlett	December 2021 (January 2022)
Pete Bill	December 2019 (January 2020)
Julie Byers	December 2021 (January 2022)
H. Kory Cooper	December 2021 (January 2022)
Craig Graham	December 2020 (January 2021)
Walt Griffin	December 2019 (January 2020)
Ron Halsema	December 2021 (January 2022)
Amy Harbor	December 2020 (January 2021)
David Hovde	December 2019 (January 2020)
Zula Kress	December 2021 (January 2022)
Erika Kvam	December 2020 (January 2021)
Ken Moder	December 2021 (January 2022)
Quentin Robinson	December 2021 (January 2022)
Annie Hatke Schap	December 2021 (January 2022)
Jeff Schwab	December 2021 (January 2022)
Gretchen Shelmon	December 2021 (January 2022)
Preston Smith	December 2021 (January 2022)
John Thieme	December 2019 (January 2020)
Phil Tucker	December 2019 (January 2020)
Todd White	December 2021 (January 2022)

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

Position	Name	First Term Began	Term Number in 2019	Re-election eligibility ends
President	Pete Bill	June 2016 (for 2016 term)	4	January 2021
Vice President	Jeff Schwab	February 2017	3	January 2022
Secretary	Erika Kvam	February 2019	1	January 2024
Treasurer	John Thieme	February 2015	5	January 2020

TCHA COMMITTEES – 2019

* indicates Chair

Executive Committee

Pete Bill *
Jeff Schwab
John Thieme
Erika Kvam

Nominating Committee

Quentin Robinson*
Preston Smith
Amy Harbor

Finance, Budget, and Risk Management Committee

Jeff Schwab *
Julie Byers
Ken Moder

John Thieme
Todd White

Facilities Committee (formerly the Buildings & Grounds Committee)

Walt Griffin *
Colby Bartlett
Pete Bill
Kevin Cullen (non-Board)
Ron Halsema

Amy Harbor
Erika Kvam
Kelly Lippie
Megan Lee - Membership Director

Collections Committee

Kelly Lippie*
Pete Bill
Leslie Conwell
Rick Conwell
Kevin Cullen
LA Clugh

Carolyn O'Connell
Quentin Robinson
Mary Springer
Marsha Selmer
Kristin Krzic
Craig Hadley

Ouaitenon Preserve Committee

David Hovde*
Colby Bartlett
Del Bartlett
Di Begley (non-Board)

Kory Cooper
Leslie Martin Conwell (non-Board)
Zula Kress
Erika Kvam

Development & Membership Committee

Erika Kvam *
Craig Hadley
Pete Bill

Megan Lee - Membership Director
Gretchen Shelmon

Program Advisory Committee

Kristin Krzic – Program Director*
Walt Griffin
David Hovde
Zula Kress

Quentin Robinson
Annie Schap
Shane Weist (non-Board)
Pete Bill

TCHA Foundation Board Liaison

Del Bartlett