

Minutes of the Board Meetings of 12/04/2023

The meeting was called to order at 6:08 by Todd Moore, President. As there currently is no Secretary, the President called roll.

Attendees: Bill Barbe
Rick Kohler
Rick Bieniek
Rebecca Bevens
Ron Allen
Dave Squire
Todd Moore
Michael McClain

Todd announced that Dave Squire offered to be secretary for this meeting. A motion was made and carried.

Gary O'Leary had prepared and submitted the minutes from the October meeting. A motion was made and passed to accept the minutes.

Rick Bieniek presented the treasurer's report. He also noted that the money that had come to maturity in CD's was put into a money market account until the February meeting when Rick will provide the result of his research and recommendations on how to invest this money. A motion was made and passed to accept the treasurer's report. At that time no expenses or reimbursements were requested. No action was required by the board.

Discussion ensued about annual dues for both Wild Apricot and Quick Books which are coming due. Bill Barbe questioned if we should auto renew each year instead of having to approve it each year at the Board meeting. Todd Moore recommended that it be brought up a month before it is due. It could be renewed if the Board recommended but C.W. Craven recommended it be brought up 6 mos. prior to renewal. For now, a motion was made to pay the \$945 to renew Quick Books.

The MOU (Memorandum of Understanding) between the museum and the Friends expires in 2024. Todd Moore made a motion to refer this to the administrative committee to review and make recommendations/changes to the current MOU. The motion passed.

Michael McClain recommended we amend the by-laws regarding electronic balloting. Currently voting is by mail. Rebecca Bevens recommended this be turned over to the administrative committee for review and returned to the board with a motion to allow for both electronic and mail in ballots. This was moved and seconded. It was also agreed that our by-laws need to be revamped.

Several Board members and guest attendees brought up allowing audio/visual recording of the meetings. It was noted that the minutes do not need to be long and involved.

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They need to specify the actions of the board. A motion was made to allow recording of the meetings, which then could be destroyed after the minutes have been accepted at the next board meeting. The motion to allow audio recording and destruction was passed. It was noted that the recording equipment would require that all board members be seated at the head table. A motion was made and passed that requires all board members present to sit at the head table.

Rick Kohler of the administrative committee had no report.

Bill Barbe of the Fund-Raising Committee discussed the proposal regarding Santa Grams. There would be no cost to the Friends. This had been brought to the Friends by Cristol as a possible fund raiser. This project has kids sending Santa a letter and then a video of Santa responding. This was proposed after the October Board meeting and when presented to Board members a number of questions were raised and were not passed. It was taken over by museum staff. Previously the raffle and Santa photos had been presented to the Board and approved. Rebecca Bevens reported that there were really good raffle prizes this year. To encourage more raffle sales, people getting off of the trains are directed through the depot. On the first Saturday one raffle ticket was given to each person who purchased tickets for the train. Rebecca felt it increased visitors to the depot and raffle area and total ticket sales. It was noted that folks that bought tickets online did not benefit from this. Rebecca asked the board for a motion to allow 1 ticket per train sales be approved for future Santa Tains. A motion was made and passed to allow this. Tickets purchased online should have one raffle ticket attached. It was pointed out that there was some confusion about what the ticket was for as there was also a store gift ticket with each purchase also. C.W. Craven suggested a flyer be given with tickets as a marketing tool explaining the store gift, the raffle and other activities (Santa Gram, Santa photo, etc.) that are available. Michael McClain noted that having the iPad available in the depot improved ability to process memberships at the Depot. Rebecca Bevens recommends that next year the depot be cleared of non-essential stuff and cleaned before decorating and setting up for the raffle. Rebecca also reported that after the \$300 for tickets, \$345 for gifts, and \$100 from Walmart, there is only \$181 left for the balance of gifts. This is due to the increase in the number of children attending this year's pajama express. Rebecca says the increase in the number of children attending is partly due to the remission of COVID. A motion was made to increase the events committee budget for \$500 for the balance of gifts. Motion passed. Todd tabled discussion of 2024 events until February meeting.

Michael McClain reported that Wild Apricot renewal will be in January. Cost is \$2,593.00/yr. or \$240/mo. Motion to renew as made and passed.

Todd asked Dan Thielen if there is a move by the State to take over membership. Dan said no plans are currently planned. There are going to only be 3 levels of membership, however. Michael reported on Wild Apricot's capabilities for membership and that he will be adding information on the Bowker to this account as well as a directional paper on how to print membership cards. Todd also reported that Lisa Moore will no longer be

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able to help process manual membership applications and renewals. Nancy Humphries volunteered to help with the manual processing. It was noted that our membership materials are in desperate need of updating. Dave Squire and Bill Barbe said that they will address this issue. Dan did note that plastic cards are being discussed.

Adam reported that the Sagebrush Headlight is still not ready to be sent out.

Rick Bieniek advised the committee that he needs new binders for keeping records. Todd reopened the treasurers report, and he needs about \$100 for treasurers' supplies. The motions were made and carried.

There were no museum requests.

Bill Kohler noted that he was very disappointed by the way the Santa Gram proposal was handled as there would be no cost to the Friends for this fund raiser. Todd noted that this matter was handled by the by-laws and several Board members expressed concern over the proposal. There was never a written proposal submitted to the Board for review and was very short notice asking for approval. It was suggested that Bill Barbe should be given the authority to accept donations to the Friends if there is no cost to the Friends. Bill noted that Cristol was devastated at the refusal of the Friends to accept this event. It was pointed out that Cristol's behavior of hysterically climbing in the cab during the Santa Train was unprofessional and unsafe.

The meeting was adjourned around 7:50 PM.