

Park County Historical Society

A Colorado Non-profit Corporation

Meeting Minutes

March 22, 2017

The Regular Meeting of the PCHS Board of Directors was called to order at approximately 6:30 PM with President, Linda Watson, presiding.

ATTENDING

Directors: Jim Sapp, Linda Watson, Jim Glenn, and Sue Glenn.

Members and guests: John Rankin

COMMITTEE REPORTS

TREASURER'S REPORT – Jim Sapp

Jim reviewed the Treasurer's Report for the period ending February 28, 2017. The report included a summary of activity during the month and a detailed spreadsheet of specific income sources and expenses.

There was discussion related to the cost of utilities, specifically the IREA expenses. Apparently, there are two meters servicing the Park, one meter services the Annex and one meter services the rest of the Park. Discussion continued related to combining the two meters and determining if the street lamp is the source of excessive power consumption. Linda Watson will contact IREA for a survey of power consumption and ways and means to reduce the power consumption.

Addition concern was raised related to the water expenses. There was no explanation of why water expenses were so great considering that there is no water being consumed at the Park.

Discussion continued related to the Dinner and History Presentation on March 11, 2017. The dinner was very well attended with over sixty people in attendance. The gross receipts were approximately \$547.00 with \$464.00 in expenses. A portion of the expenses was allocated to ongoing and routine supplies necessary to host the event. In addition, it was noted that there was an additional dinner expense allocated to professional video recording of the presentation. It was recommended that the cost of the video production be segregated from the dinner expense. Jim will make the adjustment to the expense report in the future.

Discussion evolved into securing the donation boxes at the Park. Apparently, some keys to the donation boxes are either misplaced or not retrievable. Following a discussion of possible solutions to securing the boxes, Jim agreed to replace the lock on the Artifact Shed donation box with another lock.

Jim reported that HR Block will continue preparing the taxes for the PCHS. There was concern that the expense of professional tax preparation would be too great to bear. Jim will contact HR Block to determine the estimated cost.

Jim reported that there is an automatic transfer of funds from the checking account to the savings account to avoid additional bank fees. In addition, Jim indicated that he will no longer carry a "credit balance" on the utilities and will use either e-check, automatic payment, or mobile deposits to manage the funds where ever possible.

Jim reported that several prior signatories have been removed from the bank accounts and new signatories (Jim Sapp and Linda Watson) added to the accounts. Two new credit cards were issued to Jim Sapp and Linda Watson and previously issued cards were destroyed.

MOTION: Jim Glenn moved that the Treasurer's Report ending February 28, 2017, be approved as presented. The motion was seconded and approved by unanimous vote of the Board of Directors.

SECRETARY REPORT – Jim Sapp

Jim provided a copy of the February 17, 2017, Regular Meeting minutes and the January 25 Special Meeting minutes to the Board of Directors for review prior to the meeting.

Jim Glenn mentioned that the percentage of completion on the "Frequently Asked Questions" document should be changed to 60 percent. Jim will make the change in the minutes.

MOTION: Jim Sapp moved that the minutes for January 20, 2017, Regular Meeting and February 17, 2017, Special Meeting be approved as amended. The motion was seconded and approved by unanimous vote of the Board of Directors.

MEMBERSHIP – John Rankin

John reported that the PCHS has 167 members. John has sent reminders to the members that have not yet renewed.

Linda Watson suggested that members be reminded that the next Dinner and History Presentation will be on April 22.

CURATOR REPORT – Jim Glenn

Linda Watson reported that Christie Wright has resigned as Curator.

Jim Glenn expressed concerns related to fulfilling the void left by Christie's absence. John Rankin volunteered to help with curator position by assisting in organizing of the Annex.

Jim Glenn indicated that he is not interested in the database management duties of the Curator position.

Jim Sapp suggested that the discussion on a new Curator be deferred until the next meeting. The Board agreed.

EVENTS – Linda Watson

Linda reported that the Dinner & History Presentation featuring Larry Bell's presentation on "Hotel Cassells" was a huge success with over 60 in attendance.

Linda discussed the informal policy related to reimbursement of dinner expenses. Expenses related to supplies necessary to host the event (water, soda, napkins, utensils, etc.) be reimbursed in full. In addition, expenses related to the main entrée (meat, etc.) be reimbursed. Other food items (side dishes, deserts, etc.) are donated by Board members. In return for their donation, there will be no admission fee. In addition, those that volunteer to provide substantial support by serving food or setting up will also be exempt from an admission fee. Exemption for admission fee will be limited to those Board members who donate food or service to support the event.

Linda reported that John Rankin has volunteered to present "Park County Trails" at the August Dinner and History Presentation.

BAILEY DAY UPDATE - Jim Glenn

Jim reviewed the preliminary plans for Bailey Day. The goal of the Bailey Day Committee is to include new events and activities on Main Street, McGraw Memorial Park, and the Forest Service property including pony rides, gold panning, music, etc. No decisions were made with the exception of the pony rides. No ponies will be allowed within the Park.

Jim Sapp reminded everyone that the parking lot next to the Annex is the property of Bailey Water and Sanitation.

Sue Glenn suggested that those who are designated to staff the buildings at the Park wear vintage clothing representative of the era.

The buildings at McGraw Memorial Park will be open and staffed for Bailey Day.

HISTORY TOURS – Pat Mauro (absent)

No Report.

NEW BUSINESS

PROPOSAL TO PROCURE PROTECTIVE DISPLAY CASES - Sue Glenn

Sue expressed concern related to the protection of artifacts — specifically the Entriken doll. These artifacts are subject to dust and insects and need to be protected in a display case. Sue has researched the availability of appropriately sized display cases but found them to be too expensive to consider. Sue proposed that a case could be custom made at a more reasonable cost.

Discussion continued related to ways and means to fabricate a case but no decisions were made. However, Linda Watson offered to donate a personal display case to the PCHS to display a range of artifacts. Linda will provide dimensions and photographs of the display case to ensure we have space for it.

DINNER AND HISTORY PRESENTATION FEES - Linda Watson

Linda proposed to increase the admission fee to the Dinner and History Presentations.

Following discussion it was agreed that the admission fee would be raised to \$10 for non-members and \$8 for PCHS members. In addition, new members will continue to receive a free DVD when they join the PCHS.

LETTER TO GAYLE KINGERY REGARDING THE BARNETT CABIN - Jim Sapp

Jim presented a draft letter to the Board for their consideration and approval.

The letter detailed the work that has been accomplished so far and what the plans are for the future. Following discussion of plans and agreements set forth in the letter, the Board agreed to send the letter forward as presented.

NOMINATION AND ELECTION OF BOARD MEMBERS - Linda Watson

Linda reported that Rebecca Gray would like to be considered to serve on the PCHS board of Directors. Linda plans to nominate Rebecca at a future meeting. In addition, Rebecca has offered to make a history presentation related to her ranch at a future Dinner and History Presentation.

Linda also reported that Linda Bjorklund has expressed interest in joining the Board of Directors.

OLD BUSINESS

TRAINING FOR DIRECTORS – Jim Glenn

Jim discussed the concept of a "Panel Discussion" related to developing/training non-profit Board of Directors. He has talked with several potential panel members and some have expressed interest in supporting the discussion.

Jim Sapp suggested that the proposed topic be presented to the Platte Canyon and Conifer Chamber of Commerce for their consideration and action.

BARNETT CABIN UPDATE - Jess Garrison (absent)

Several expressed appreciation for the work done to cover the roof of the Barnett Cabin. Volunteers included Jess and Yvonne Garrison, Jim and Sue Glenn, and John Rankin.

Linda Watson expressed some concern related to the attention being drawn to the cabin. While volunteers will certainly be needed in the future, care must be taken not to attract unwanted visitors to the cabin before the cabin is secured. Sue Glenn recommended that the property be posted with "No Trespassing" signage to alert potential visitors that the cabin is on private property.

Jim Sapp proposed that plans be made to begin cleaning out the Cabin this spring and securing the cabin.

OPEN DISCUSSION

Jim Glenn reported that the sign near south entrance to the Park has come loose and needs to be repaired.

ADJOURN

MOTION: Jim Sapp moved to adjourn. The motion was seconded and unanimously approved by the Board of Directors.

The meeting was adjourned at approximately 8:15 PM.

Next Meeting - Wednesday, April 26, 2017

Respectfully submitted.



Jim Sapp
Secretary, PCHS