**Churchill County Museum Board of Trustees**

**Minutes of Regular Meeting**

February 18, 2025

**Trustees Present:**   Eric Blakey (County), Ron Fritcher (Business), Kelly Frost (City), Bob Getto, Karen Goings (Treasurer), Lynne Hartung (President), Jeff Scholz, Lynn Strasdin (Secretary)

**Trustees Absent:** Loretta Burden, Sandy Hillery (Vice President), Ileigh Simons

**Director Present**: Mel Glover

President Lynne Hartung called the meeting to order at 5:32 pm.

Minutes:

* *Action Item*: Bob Getto made a motion to accept the January 21, 2025 minutes. Karen Goings seconded and the motion passed unanimously.

Financial Report:

* The January 31, 2025 Financial Report was presented by Lynne Hartung and Karen Goings and placed on file.
  + Three new CDs were opened at the Churchill County Credit Union.
    - $50,000 for 3 months at 3%
    - $50,000 for 6 months at 3%
    - $50,000 for 11 months at 4%
  + Discussion was had on keeping the operating checking account at US Bank to a minimum balance of $20,000.  A maximum balance was not clarified.  The January 2025 bank statement shows it has a balance of $35,233.58.
  + The board would like Hunter Drost from Edward Jones to do a presentation at the March board meeting.
  + Discussion was had on how the board would like to proceed with further investments.  It was suggested that when an individual or family makes a donation that an explanation of how the association’s funds are held be given to them.  A request would also be made as to how the individual/family would like the donation to be handled given our set up.  A donation form will be developed to address this suggestion.

Director Report:

* Mel Glover presented the directors report.
  + Visitor’s report - not given at this time.
  + Land Sale in California - no update at this time.
  + Construction/Repairs -
    - The new doors are in.  The automatic open/close component will come at a later time.
    - The county is continuing to look into the issue of the warehouse roof that has leaking issues.
  + Staffing -
    - Rae Sottile is still currently part time but will be coming back full time.
    - Interviews for the new curator position have been completed and an individual has been selected to extend an invitation for employment.
    - Jennifer Jones, the Education Curator, will retire in mid April instead of at the end of March.
  + Accessions Committee
    - A report was presented by the committee, which consists of a list of gifts with the donor and item(s).
    - The email list of individuals on the Accessions Committee needs to be reviewed and brought up to date.
    - *Action Item*:  Kelly Frost made a motion to accept the Accessions Committee Report as presented.  Karen Goings seconded the motion.  The item passed unanimously.
  + June Deadlines
    - The In Focus and Oral Histories are still on track for completion in June.
    - The Discovery Room projected completion timeline is in March.

Old Business:

* Membership Committee
  + The graph of Membership Dues 2024-25 was reviewed.
  + The second quarter newsletter will have an accurate list of current members to date.
  + When the In Focus comes out it will remind and encourage people to become members.
  + *Action Item*:  Kelly Frost made a motion that an individual who donates $5000 or more will become a lifetime member of the association.  Eric Blakey seconded and the motion passed unanimously.
* Strategic Plan
  + Mel Glover presented A Proposal for A Five-Year Strategic Plan for the Churchill County Museum that was done by the University Center for Economic Development.  It was prepared by Fredrick Steinmann.  It is a 4-6 months process that will cost $2500.  A copy of the proposal will be emailed to the board for review.  Questions, discussion and voting will be done through email by Monday 24, 2025.

New Business:

* Board Membership Numbers
  + The board is encouraged to consider the number of members on the board.  The reason for the consideration is to help improve cohesiveness and direction of the board.  Over the years it has ranged from 7 to 12 individuals.  A board can require a specific amount of meetings to be attended in order to maintain membership on the board.

The meeting was adjourned at 6:48 pm.

Respectfully submitted,

Lynn Strasdin, Secretary