**Churchill County Museum Board of Trustees**

**Minutes of Regular Meeting**

July 21, 2025

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

**Trustees Absent:**

**Director Present**: Mel Glover

President Lynne Hartung called the meeting to order at 5:35 pm.

Minutes:

* *Action Item*: Jeff Scholz made a motion to accept the June 16, 2025 minutes. Karen Goings seconded and the motion passed unanimously.

Financial Report:

* The June 30, 2025 Financial Report was presented by Lynne Hartung and placed on file.
	+ The July 2024-May 2025 Profit & Loss Budget vs. Actual report was shared with the board.
	+ A financial review will need to be done this year per the bylaws and the estimated cost is $5,000 to $6,000.  Bob will share some suggestions of possible candidates who can complete the financial review.
	+ The CDs are doing well.
	+ Store sales are up but not at the budgeted level.

Director Report:

* Mel Glover presented the directors report.
	+ Visitor’s report - 889 visitors in the month of June.  The number of visitors are down substantially from 2016, 2017, due to the fact that the museum is no longer used as a venue for larger/private events.
	+ Scott Gambino, the new curator was introduced to the board.
	+ The open house went well in June.  Approximately 50 people attended.
	+ Staffing -
		- Leticia Webb is the new Education Curator.
		- The front desk position, museum assistant, now needs to be filled.
* Construction -
	+ The county fixed the air conditioning issues in the warehouse.
	+ The county patched and repaired the warehouse roof.
* Grant Advance -
	+ It is a company that acts as a clearing house for organizations that provide grants.  Grant Advance provides a database, software and filters for finding grants that support our interests and needs.
	+ Scott Gambino is going to be in charge of writing and obtaining grants for the museum. Discussion was had on support that can be provided to Scott for assistance in this new role.
	+ The Grant Advance reviews were satisfactory.
	+ Contract Options:
		- 1 year ≈ $2000
		- 3 year  ≈ $4000
		- 5 year ≈ $4800
	+ *Action Item*: Eric Blakey made a motion to purchase a 3 year contract with Grant Advance in the amount of $4,000.  Kelly Frost seconded and the motion passed unanimously.
* In Focus
	+ The goal date is to have it out in September.
* Discovery Room
	+ Surveys were shared.
	+ Subcommittee to support the Discovery room will be Ron Fritcher, Lynne Hartung, Ileigh Simons, and Lynn Strasdin.
* Sensory Back Packs  - Sensory Back Packs are being discussed and developed.  They will include materials/manipulatives that will fit the needs of and enhance the museum experience for various populations.
* Strategic Plan
	+ The committee attended the first workshop. They felt it was productive. The following ideas were discussed:
		- Increase the volunteer footprint.
		- Incorporate different times for the lecture series to be presented, so as to possibly reach a broader audience.
		- Grants
		- A very slight change to the mission statement.
* Mini-Documentaries
	+ The original videographer is still interested.  Bob will give contact information to Mel on the other possible videographer.
* Cantaloupe Festival
	+ Sign ups were passed around. Wrist bands will be provided at the museum.

Old Business:

* Membership Drive
	+ Karen Goings presented a list of members in a rough draft google sheets form.
		- Staff will make a copy of membership applications as they come in and place them in the safe, so that the association is able to accurately update its members list.
		- Discussion was had on dates to correct, columns needed, and what “honorary” indicates.
		- The membership list for the association will not affect or have anything to do with the Past Perfect Program. Museum staff only will continue their work with that program.
* Banking Options - was tabled to the August meeting.

New Business:

* Transfer
	+ *Action Item*: Kelly Frost made a motion to transfer $13,000 from the CCFCU account to the US Bank Checking Account. Jeff Scholz seconded and the motion passed unanimously.
* Elect Directors
	+ *Action Item*: Kelly Frost made a motion to elect Ron Fritcher, Bob Getto, Lynne Hartung, Sandy Hillery, and Ileigh Simons as directors to the Churchill County Museum Board. Jeff Sholz seconded and the motion passed unanimously.
* Elect Officers
* *Action Item*: Kelly Frost made a motion to accept the following officer positions, who are running unopposed, for the two year term starting in 2025 for the Churchill County Museum Board of Trustees: Lynne Hartung as President, Karen Goings as Treasurer and Lynn Strasdin as Secretary. Sandy Hillery seconded and the motion passed unanimously.
* A secret ballot vote was held for the officer position of Vice President, between Bob Getto and Sandy Hillery. Bob Getto won, receiving the majority of votes.

* Budget
	+ Lynne Hartung presented the Budget 2025-26. It was reviewed and discussed.
	+ *Action Item*: Jeff Scholz moved that the board accept the budget for 2025-26 year. Ron Fritcher seconded and the motion passed unanimously.

The meeting was adjourned at 7:08 pm.

Respectfully submitted,

Lynn Strasdin, Secretary