

**FDE PERE HISTORICAL SOCIETY**  
**Minutes from the January 11, 2011 Board of Directors Meeting**

<b>Present</b>	Mary Ann Schumerth (President), Mike Fleck (Vice President), Mary Kay Milquet (Secretary), Dick Smits (Treasurer), Curt Albers, Fran Dimmer, Jeanne Guerin, Dan Milquet, Brad Nuss, Tony LaLuzerne, Chris Renier, Doug Sommer, Sally Van de Hei, Tom Walsh (Immediate Past President), Curators: Adam Stueck,
<b>Not Present</b>	

1. President Mary Ann Schumerth called the meeting to order at 6:59 PM.
2. Secretary Mary Kay Milquet called the roll, which is noted above.
3. New Board member, Curt Albers was introduced and the Board then introduced themselves to Curt.
4. There was a motion to suspend with the reading of the minutes of the last meeting. Motion Mike/Fran Seconded. Motion carried.
5. Treasurer's Financial Report: (Dick)
  - Dick submitted the treasurer's report, which was approved. Motion Mike/Fran seconded. Motion Carried. The Treasurer's report will be placed on file for audit.
  - Annual Report for 2010
  - Budget for 2011 – Informational.
  - Brown County Historical Society membership fee will not be renewed.
  - Associated Bank representatives will be here next month.
6. Curator Adam Stueck – Report
  - Adam thanked everyone who helped with training.
  - Shared solicitations received from the Shrine, Group One, and New Comers Club. No action.
  - Contacted by Fox Wisconsin Heritage Parkway. There is a meeting at the Atlas Café in Appleton on January 18<sup>th</sup>. Dan volunteered to attend.
  - Proposed formation of an Education Committee, to handle community outreach and education.
  - Currently in the process of reorganizing the museum.
  - Museum needs a new vacuum cleaner. Fran will purchase a new vacuum.
  - Adam is pursuing a mini-grant for acquisitions. If anyone would like to assist with grant writing, please let Adam know.
7. Committee Reports:

**Executive Committee:** (Mary Ann, Mike, Dick, Mary Kay, Tom)

- On May 18, 2010 a decision had been made to not have the curator attend Board meetings.
- On January 4, the Executive Committee voted to have the curator stay for the beginning of the agenda and the following committees: Membership, Long Range Planning & Financial, Historians, Newsletter, Brown County Federation of Museums, Artifacts, Buildings & Grounds/Polo Resto, and Technology.

Note: The curator may participate in DPHS committee meetings, but may not vote on committee matters.

**Membership** (Mary Ann, Sally, Adam)

- The membership report is posted on the Board of Directors web page.
- As in the past, a membership form will be included as the last page of the newsletter.
- Membership totals as of January 7th: 175 memberships, 23 Lifetime Members, 35 Business Members.

**Long Range Planning & Financial** (Dick, Tom, Mary Ann, Adam)

- No report.

**Historians** (Mary Kay, Adam, Jeanne, Dan, Joe Seroogy, McKim Boyd)

- The next photo show (8<sup>th</sup> Annual) will be held in February 2011.

**Newsletter Committee** (Jeanne, Adam, Tony, Sally)

- The next newsletter will be published at the end of January.

**Brown County Federation of Museums Liaison** (Adam, Tony)

- BCFM will be recognizing the 150<sup>th</sup> Anniversary of the Civil War and honoring Civil War veterans. *Celebrating the Badger Boys* posters were created. In addition to museums, a targeted mailing will be sent to history teachers, etc. The poster explains the events BCFM members will be doing throughout the year.
- BCFM is developing a program for Learning in Retirement (LIR). Adam is working to develop an educational program for seniors at the museum. The program theme is about preserving your old Photographs through digital archiving and how you can use the digital image. Suggestions were to include names, description of the photo, how to pass on family history, etc. as part of the program. Will need workstations set up in different rooms, a scanner, volunteers, training session for volunteers, etc. This is a great way to get the De Pere Historical Societies name out into the community. If you are interested in volunteering, please contact Adam.

**Artifacts Committee** (Mary Kay, Dan, Doug, Adam)

- No report.

**Building & Grounds/Polo Resto** (Fran, Mark Reinhart, Tony, Mike, Chris, Brad, Adam)

- No report.

**Technology** (Dan, Doug, Mary Kay, Tony, Mark Reinhart, McKim Boyd, Adam)

- Updated server with Windows updates. Continuing to update the workstations.
- *A Map Collection* and *Rare and Fragile* papers were digitized and added as two new databases.
- Due to the slow demise of the current desk top (internet computer), Dan researched laptop prices and found the best prices online. Motion Sally/Chris seconded. Dan will purchase a new laptop.
- Recommendation to increase the cost of scanned images to \$20. For members: Photos 5x7 = \$5, 8x10 = \$7, digital = \$20 for non-members 5x7 \$7, 8x10 = \$10, digital image = \$25. Mike first/Chris second. Motion carried.
- Discussed Past Perfect upgrade. Mary Kay waiting for estimate from Museum Software.

**Personnel and Nominating** (Tom, Mary Kay, Brad)

- Diane Wodzinski nominated as the next Board member. Tom first/Mike seconded. Motion carried.

**De Pere "Sister City International" Liaison** (Mike F.)

- No report.

**Programs** (Mary Ann, Tony, Sally)

- Recommend October 19<sup>th</sup> as the next Annual Meeting.
- Recommend Santa's house to be held December 8, 9, and 10.

**Awards** (Tom, Tony, Mike, Brad)

- No report.

9. **Old Business/New Business**

- Endowment Trust clause (Dick)

Dick and Tom have been researching trust agreements regarding the endowment and Associated Bank had copies of the original and amended agreements. Stipulation that no more than 20% of the entire amount may be dispersed in 5 consecutive years. An authorization to spend any of this money must be made by the "Finance Committee." Amendments to the stipulations must be made in writing by the Finance Committee. The Board needs to recreate the Finance Committee, so they have authority to amend the trust document and designate the authority to someone else. i.e. Executive Committee. Then the Finance Committee could be disbanded. DPHS needs to form a Finance Committee. When the Finance Committee decides to amend the trust document Tom will draft it. The Finance Committee should consist of the President, Treasurer and two Board members. The trust was created in April 1989 and was about \$300,000. Motion to have Mary Ann Schumerth, Dick Smits, Curt Albers, Brad Nuss form a Finance Committee. Tom first/Dan second. Motion carried. For the trust, the "Advisory Committee" will consist of the entire Board for amendments or disbursements must be made by the full Board. Dick would like the amendment to include a provision that the Treasurer have \$5,000 to remove at his discretion for operating expenses. Dick will share a copy of the trust with the Board.
- House next door (Tom, Chris)

There was much discussion regarding the house next door. The owners will not be approached until the situation with the endowment/trust is resolved. Because of the stipulation in the current trust agreement, another vote will be required by the Board to release funds for the purchase of the home when the trust situation is resolved.
- Formation of two new committees:
  - Endowment / Finance / Foundation Trust (**Dick, Tom**)
    - Associated Investment representatives will be at the February meeting.
    - Mark Reinhart was sent the annual report for the tax return. If the value is over \$500,000 needs to file 990N. Associated Bank was also filing a 990N. The De Pere Historical Society needs to include a brief letter of explanation to the IRS, regarding the filing of the endowment by both DPHS and Associated Bank. Tom will speak to Mark regarding this.
  - Educations (**Mary Ann, Adam, Fran, Jeanette**)
    - Mary Ann recommends the formation of an Education Committee. Motion Tom/Chris seconded. Motion carried.
- Committee Assignments
  - Our bylaws indicate that everyone should serve on three committees. Please let Mary Ann know what committees you are interested in serving on for the DPHS.
- First Aid kit – Fran will purchase a first aid kit.

**Motion to Adjourn** – Motion carried 9:00 PM

The next De Pere Historical Society Board of Directors meeting: Tuesday, February 8, 2011

Respectfully submitted,

Mary Kay Milquet  
De Pere Historical Society Secretary