

Sibley County Historical Society Board Meeting
November 26,, 2019,
Sibley County Museum
12:00 PM

Members Present:

President Jeff DuCharme, Vicki Stock, Eldrene Elbert, Mike Reinhardt, Wendy Evenson, Holly Harjes, Karen Klenk, Rich Nagel. Not Present: Joy Cohrs

Guests Present:

Todd Sasse, Luke Koran, Claudia, Ruth Ann Buck, Marie Main, Sharon Haggemiller

After Lunch, President Jeff thanked Todd, Luke and Claudia for completing the inventory of 12,764 objects. This was Luke's last day, while Todd and Claudia will continue on the project inventorying in the attic.

President Jeff called the meeting to order at 1 pm.

Agenda additions:

Rich Nagel statement, Volunteer Luncheon and Museum Item's in Arlene's Garage. Motion by Rich to approve, second by Eldrene. Motion passed.

Minutes: Motion by Vicki and second by Wendy to approve 11/6/19 minutes. Motion passed.

Treasurer Report was presented by Rich. Motion to accept report by Vicky, second by Karen. Motion passed.

New Business:

- Claudia presented a written inventory update (see attached) with Progress to date and Status of the Grant Project. She agreed to work on a form for our museum to use to track movement of items from one area to another. She also told us there are 40 Sibley County Museum items at the J. R. Brown museum. On December 5, Claudia will meet with Jeff DuCharme and Mike Reinhardt on how to begin the work of reconciliation into Past Perfect and Mike agreed to be the "go to" person for this work.

- Mike Reinhardt discussed the following website items with Dan Hislop: Adding the Minutes of Board Meetings after approval of the Board. Add dates and location of monthly Board meetings. Add information with the ability to pay for books or services through Pay Pal. Update items now on website.

- Monthly Board meetings are the Fourth Thursday of each month beginning at 5 pm at the Sibley County Historical Museum in Henderson.

- The Board agreed to continue to look for an Executive Director. Jeff, Eldrene, Mike and Vicki will present the Board with an updated Job Description to approve.

- Jeff related that Diane Frauendienst has offered to help with our Newsletter. Content of the newsletter will need to be provided.

- Jeff discussed our next grant for an interpretive plan with Todd Mahon of MNHS which could explain the story of our various exhibits.

- Committee of Jeff, Eldrene, Mike and Vicki will discuss employment with Todd Sasse to begin reconciliation of spreadsheet inventory into Past Perfect.

- Motion by Vicki and second by Karen to rescind November 6, 2019 motion:

Motion by Rich to set December 6 to be the last day the museum will be made available to public and volunteers until spring. No date was set for grand reopening. Second by Wendy. Passed

Motion passed.

- Rich announced that his responsibilities have increased as Mayor so he will be stepping down as Treasurer of the SCHS as of January 31, 2020.

- The Volunteer Luncheon will be held on December 3 at 12 pm in the Henderson Community Building. 40 invitation were mailed to volunteers.

Committee Reports

Research - Eldrene related that work is going as usual.

Collections:

- There is a moratorium on acceptance of donations.
- The Committee will be meeting about any items now being kept at an offsite location.

Education:

- Sharon reported that a School Group of 56 students toured the Museum. The fee of \$1.00 per student has not been paid and She will contact the school and find out if it was forgotten.

Meeting adjourned by President Jeff.

Respectfully submitted by
Karen Klenk, Secretary

Next Board Meeting will be **December 26** beginning at 5 pm
Sibley County Museum
700 Main Street
Henderson, Minnesota

**Report to the Board of Directors
Sibley County Historical Society
November 26, 2019**

Progress to date:

As of close-of-business on Friday, November 22, Todd Sasse and Luke Koran have completed the inventory of 12,764 objects (completing inventory on 1,541 objects since last month). They are currently working in the attic, which is a challenging space, and has been much more difficult to work in as the temperature outside drops.

Todd and Luke have worked out, with the assistance of volunteers, how to deal with the large quantity of prop material in the attic. They will not be adding any of that material to the inventory, and it is the sole province of the volunteers to do with what they wish. Museum practice strongly recommends that “prop” material also be tracked in some sort of system to ensure that it is properly managed (the rules for getting rid of prop material is very different, and much easier, than for accessioned museum collections). But you get to decide on that yourselves, although I strongly recommend some sort of system.

Because the grant project is not likely to continue into the next year, Luke Koran will be moving out of his apartment in LeSeuer and relocating. His last day is November 26.

After Luke’s departure, Todd and Claudia will continue work on the project, to finish inventorying the attic.

Status of the Grant Project:

It is possible to continue the project beyond December 31, with an official extension from the Minnesota Historical Society. At this time, however, we do not believe an extension will be necessary.

The site visit by the Minnesota Historical Society grants staff on October 29, was cordial and productive.

You will recall that the Phase II Legacy grant that SCHS submitted (rejected by MNHS), included time to do a “reconciliation” of they physical inventory completed by The Museum Lady, and the electronic records in PastPerfect that SCHS already has. This work is ordinarily done at the completion of a physical inventory to ensure that records are the same for any given object. Because not all of the SCHS accessions recorded in the Accession Logs are in the PastPerfect database, data entry for those objects would be helpful to do as well. This work was, I believe,

