

# Elk Grove Historical Society Board of Directors Meeting Minutes

January 14, 2018

**Meeting was called to order** at 3:05 PM by President Bryce Tanner with a quorum verified. Bryce Tanner started at 3:00 with a welcome and personal comments.

**Board Members Present:** President Bryce Tanner, 2<sup>nd</sup> VP Dennis Buscher, Corresponding Secretary Cindy Mahon, Treasurer Jeanette Lawson, Recording Secretary Ken Miller, Rhoads School Director Roberta Tanner, Webmaster Louis Silveira and Facilities Director John Ross. 1<sup>st</sup> VP Tim Knox was excused. Members @ meeting: Monica Ross, Elaine Wright, Rosemarie Miller, Jim Entrican, Annaclare Entrican, Mary Bulford, Sally Bergen and Susan Hernandez,

**Approval of Agenda:** **Motion** by Dennis Buscher and second by Jeanette Lawson to adopt the Agenda as submitted. **Motion passed.**

**Historic Podcast:** Podcast by Bud Jonis was started about waterworks. This podcast was 10 minutes long and was halted. Podcast with George Feitsel was played regarding his father removing an underground fuel tank. They used dynamite and had a rather large boom and hole. It was removed by filling the hole with water and let the empty tank float to the top.

**Approval of Minutes:** **Motion** to approve December 10, 2018 Minutes as submitted was made by Dennis Buscher and seconded by Jeanette Lawson. **Motion passed.**

**Public Comment:** None. There was a statement that the Elk Grove Historical Society received notice that they were 5-year members in the Chamber of Commerce.

**Presentations:** None.

**Signers for El Dorado Savings Bank:** The new signers for our 5 checking accounts and our Safety Deposit Box at El Dorado Savings Bank will be: Bryce Tanner, President; Tim Knox, 1<sup>st</sup> Vice President; Dennis Buscher, 2<sup>nd</sup> Vice President; and Jeanette Lawson, Treasurer. Ken Miller and Susan Hernandez will be removed as signers for these accounts.

**Appointments:** Bryce Tanner confirmed accepted committee appointments and Support Position appointments he made through personal contact. A list of appointments was distributed (attached). It was noted that we would need someone to fill the Policies and Procedures position. Some policies from 2018 need to be brought into a revised edition. A few other adjustments in appointments are possible.

It was **Moved** by Jeanette Lawson and seconded by Cindy Mahon to approve the appropriate appointed positions. **Motion passed.**

**Treasurer's Report:** Jeanette Lawson reported that our Budget for 2019 is approximately \$307,000 plus. The Black Tie and Santa Event brought in \$7,300 and the Old Fashion Christmas grossed \$8,200. Combined they grossed approximately \$15,500. Jeanette noted that the Historical Society Budget in 2009 was only \$22,000.

Bills to be paid were (1) \$268.69 for Maintenance (lights and water); (2) SMUD bill for \$512 from 11-22 thru 12-24-2018. SMUD is about \$190 to \$240 in months not associated with the Christmas holidays. (3) A check from the Operating Fund needs to be made out to transfer money back to the Gift Shop for \$892.46 for charges made to purchase items in the Gift Shop. (4) A check for \$283 for Jim Shore items sold in the Gift Shop. A **Motion** was made by Ken Miller and Seconded by Roberta Tanner to pay the bills. **Motion passed.**

**Rhoads School Report:** Roberta Tanner reported that February 4 is the next Rhoads School Meeting at Mike's Diner. Annual Clean-up at the school will follow the meeting. Windows are to be installed between January 23 and February 1, 2019.

**CSD Update-Jim Luttrell:** No report (Joshua Green will return after Basketball Season)

**Facilities Manager Report: John Ross.** Shelving, cabinets and lockers downstairs will free up other shelves for storage. Cost is \$500? **Motion** made by Jeanette Lawson and seconded by Dennis Buscher. **Motion passed.**

*Shipping container purchase was discussed.* 1<sup>st</sup> Bid: Mobile Mini has a 40-foot container (new) for \$5,500. Both ends open. Outside Decorations and Foulks House items can be stored therein, while part could be used for the Yard Sale. Second Bid: On Site Storage Solutions: \$2,600 for a used container that includes delivery. Vents can be cut in the roof and doors can be cut in the sides. A **Motion** was made by Dennis Buscher and Jeanette Lawson seconded to approve \$2,681.25 for the 40-foot used container. **Motion passed.** John can take a check, and view it 1st prior to purchase. Jim and John will do a road trip to the Bay Area. Question/Comment: Drop off was to be included. Yes. Do we have to have a foot pad for delivery? We have to put the pad in. Cement is expensive. John has ideas (gravel?) and will email vote if needed.

*All Windows and 3 doors need to be re-stained or painted.* All windows should be included. Cost estimate is \$3,451.99 from a painting contractor. This could be reduced to \$2,252.14 (for doors) less treatment. (Windows \$1583 .40). \$2,040 was previously approved. John will get more bids. John was asked to get a bid from painter that painted Blacksmith Shop (Junkiet), Linden King and someone in lone. Should be

contacted). Landscaping budget previously approved could be used for gravel. **No action taken.**

Landscape maintenance: John explored options for monthly maintenance and repair. Could the Wightman Fund be used? Is it necessary in conjunction with CSD service? It could be 1 time/month or every other week. Service includes aeration, fertilizer. Need to check on CSD lease and what is provided. Jim and John will read the lease.

Sprinkler repairs: (1) Bid for \$3,500. **John will speak with Joshua Green.** He offered to have CSD to sprinkler repairs. CSD does mow lawns and provide weed eater service. Need to be able to fertilize, aerate, prune roses and do some landscaping in general.

Foulks House: John stated that plans were being finalized by Robert Pressi. They should be back within a couple of days or so. Expectations are to go out to bid for the actual restoration after January 1, 2019.

Reese School: John stated a foundation contractor visited the site previously and will send out staff to examine the building in the next few weeks, after the holidays.

**Annual Planning Workshop- Bryce:** Bryce presented the Agenda for the required Annual Planning Workshop to be held January 16, 2019 at Wackford Center. (Attached).

**Unfinished (Old) Business:**

The Mural around the Reese School-Jim: is to have a white background.

**Ballroom Theme: One Room School Committee:**

Roberta Tanner, Cindy Mahon, Tim Knox, Rosemarie Miller, Ken Miller, Jim Entrican Louie Silveira and John Ross. 60-Year Old

School District will be included. \$500 will be allocated for photo enlargements. Printed scripts will be necessary too. A desk or two will be needed (include child's desk) A chalkboard is needed. The teacher's desk can be the desk in the Markhofer room. A filing cabinet is also available there. Cindy Mahon may have one antique desk to loan for the display. The second organ in the Ladies Parlor will be moved upstairs, then it will be moved out of the museum building. **Motion** was made by Dennis Buscher and seconded by Cindy Mahon to approve the theme idea. **Motion Passed.** Louie Silveira will write the script and post the theme on website.

Need to have this in the Citizen. Submit it 2 weeks before 1<sup>st</sup> Saturday. Should have an article in the Citizen.

Revolutionary War Encampment: - Mahon Ranch: Tom Mahon/Cindy Mahon, this event is cancelled. Revolutionary personnel went on vacation during the planned time. Unknown about any future event.

Consider move to CSD for General Session Meetings in the future- Ken: On hold

Charity of the Month- Jeanette: No financial report.

Facebook Support-Ken; It was suggested that Dave Soto be contacted and used on a year-round basis for a discounted price. This could be used for Early California Days and other events. It was identified that Louie Silveira has posted items on the website under events. Consider this a way to recruit volunteers and guests. Some members felt there was not enough return for the monthly investment. Dennis Buscher will take the lead on Facebook posting after getting Administrator Rights.

Policies and Procedures- Ken: A **Motion** was made by Roberta Tanner and seconded by Bryce Tanner to have the 2<sup>nd</sup> Vice President be approved as a check signer. It was identified that this was approved in the past, but did not get in the Policies and Procedures. It will perhaps need to be an amendment to the By-Laws. The By-Laws committee will visit that issue along with the Policies and Procedures Committee in the near future. **Motion passed**

### **New Business:**

Early California Days -Ken: The magnitude of involvement and potential crowd size of the event triggers a need to see an attorney to explore whether we have sufficient insurance requirements for this type of event. **Motion** was made by Ken Miller and seconded by Louie Silveira to obtain legal counsel on our insurance needs for major event coverages. \$500 would be authorized, but we should explore other options first. It was suggested to contact Attorney Michael Mahon for assistance. Jim Entrican would make the initial contact.

### **Motion Passed.**

2019 Budget Preparations: Jim Entrican & Jeanette Lawson: Budget documents will be sent to all Board Members after the Workshop. Preliminary budgets will be provided at the Workshop.

Cleaning Museum Rooms especially the Kitchen after use: The Museum is ready to put decorations back in the rooms, similar to the way they looked before the holidays. If the Kitchen is used, please put it back in a clean manner for the next guests or member. We are missing a box with personal hats on loan from Roberta Tanner. It had a fan(s). It is possible it is within a yellow tub in the Blacksmith shop. Please watch for these items, as they have personal meaning and value.

### **Committee Reports:**

1<sup>st</sup> Saturday Tours- Susan Hernandez: Susan Hernandez is resigning as the Volunteer Coordinator Scheduler for 1<sup>st</sup> Saturday Tours. Schedules are only through March. John Ross is Lead Docent in January.

Membership- Jim Entrican/Lorraine Croup: Four new members joined our ranks.

Events @ the Museum-Monica Ross: Monica & Sandra would like to have an outdoor music event. Considering only 1 large ice cream social. Also considering a Bunco night. Need to have a Master Calendar for Events/Activities. Recording Secretary could be calendar keeper. Need a future P & P identifying scheduling needs. New Animal Shelter is considering using the Museum Grounds after the Spring Tea.

Lorraine's Historical Bus Tours-Cindy Mahon & Rosemarie Miller: Heading to Locke along the River in April. Other future ideas: McFarland Museum in Galt.

Newsletter- Louis Silveira: 1 month until articles are due for Newsletter = Feb. 15

Webmaster- Louis Silveira: Goal is to explore history. Building in Heritage Park, Walking Tour of Elk Grove, Podcast connections, James Hall Story, All Cemeteries, Early Churches, School District to 1959

Programs- Tim Knox: January 21 General Session Speaker is Steve Beck at the Presbyterian Church. There are 3 to 4 potential speakers for February.

Spring Tea- Susan Hernandez: Fliers are ready. Tickets are ready. Order form on line. Will have succulent garden. Steve Lambert making Fairy Houses. 1<sup>st</sup> Committee Meeting Feb. 9.

Black Tie & Santa Event- Jeanette Lawson: No Report

Old Fashion Christmas- Cindy Mahon & Rosemarie Miller: No Report

Gift Shop- Don't forget Square plug-ins for purchases.

**Meeting adjourned at 5:12 pm**