

**Elk Grove Historical Society  
Board Meeting Minutes of August 13, 2012**

**Board Members and Guests Present:** Joyce Amundson, Diane Borden, Dennis Buscher, Lucille Christesen, Barbara Claire, Lorraine Croup, Jim Entrican, Jeanette Lawson, Phil Teeters, Elaine Wright.

**Call to order:** Barbara Claire (1<sup>st</sup> Vice President)

**Public Comment:** None

**Announcements:**

Barbara thanked the docents that worked the August opening. It was very slow; however, there were no problems with the parking because no baseball game was scheduled.

Opening on Historic Preservation Committee: Barbara Claire received a notice from the City Clerk that there is an opening for an Alternate. She will send the application form to the general membership to see if there is any interest.

**Reading of Minutes for July 9<sup>th</sup> Meeting:** Diane Borden read the minutes of the July 9, 2012 Board Meeting. It was moved by Jeanette Lawson, seconded by Elaine Wright to accept the minutes as read. Motion carried. Elaine Wright suggested and it was agreed that the Minutes be sent to the Board Members prior to each meeting for review and approval. This will eliminate reading of the Minutes.

**Treasurer's Report/Bills, Jeanette Lawson Treasurer:**

1. Jeanette Lawson reported that she received a donation today from Wells Fargo in the amount of \$5,000.00. We will give \$2,000.00 of that to the Western Festival. We will need a letter from Wells Fargo indicating that the donation is being made by the Elk Grove Historical Society for sponsorship for the Western Festival. We will keep the remaining \$3,000.00.
2. Jeanette contacted Clark and Rush because the men's bathroom had backed up and needed to be snaked. Everything is cleaned up now and she needs approval to pay Clark and Rush \$210.00 for the work. It was moved by Lorraine Croup, seconded by Diane Borden to approve the expenditure. Motion carried.
3. Jeanette has talked to Carrie Lewis, our insurance agent, regarding a quote for coverage of our entire complex (bathroom, jail, Foulks' House and the Hotel). The first estimate for coverage was \$1,139.00 for \$750,000 of coverage. Jeanette has also asked for a quote for \$500,000 in coverage. She is waiting for a response to that request. She asked the Board to approve a payment up to \$1,200 which would cover 9 months – August through April. It was moved by Lorraine Croup, seconded by Joyce Amundson to approve the expenditure. Jim Entrican amended the motion to approve up to \$1,400.00 to provide leeway. Motion carried. It is expected that we will renegotiate a new contract with CSD in the future regarding the four buildings.



4. Jeanette asked Dennis Buscher how the audit was coming. Dennis reported they are in the middle and not quite finished. There were a couple of observations, however: We need copies of Minutes whenever the Board has approved an expenditure over \$200.00. Jeanette has reviewed bills for this fiscal year and found three instances where approval was not requested and received.
  - a. Payment to our tax preparer in the amount of \$840.00 paid April 16, 2012.
  - b. Payment to Jeanette Lawson for archival expense in the amount of \$229.67 paid May 11, 2012. (There is \$500.00 in the budget for this.)
  - c. Payment to Jim Entrican in the amount of \$313.48 for the Jail Dedication paid June 22, 2012. (Barbara subsequently stated this was previously approved by the Board with a vote via e-mail.)

It was moved by Joyce Amundson, and seconded by Elaine Wright to approve payment of all three items. Motion carried.

Another observation Dennis made was that we need back-up information whenever payments are made to Board Members – to provide either a receipt or an explanation.

Raley's Quality of Life Donation (Rhoads School Operating Fund): \$158.80: Lorraine Croup has received an e-mail from Bob Lent asking about the letter he received regarding Nugget cards. Lorraine will follow up on letters members received regarding Nugget cards. Joyce Amundson needs to send letters to people who need Raley's cards.

Everyone present expressed his or her congratulations to Lorraine Croup for the great job she did on the Yard Sale. Estimated income to date is \$4,149.80.

### **Committee Reports**

Cookbook - Brookelea Lutton & Barbara Claire: We are starting to get more recipes and Brookelea Lutton and Mary McIntyre have been making phone calls.

Docents—Annaclare Entrican (Excused Absence): Annaclare will be here for the September 1<sup>st</sup> opening and will make arrangements for the docents to work.

Foulks House -EG City Grant—Official Notice status-(Jim Entrican): We have received official notice that we will get a grant for \$5,000.00. Barbara Clare received a phone call from the City of Elk Grove, telling us we had not submitted a Form W-9. This form just shows our name and address and our tax ID number. She filled out the paperwork and returned it.

Historic Homes of Elk Grove—Jeanette Lawson & Barbara Claire: Nothing new to report.

Yard Sale & Membership—Lorraine Croup: We have some new members: Joy Graham and Ray and Mary Bulford.

Newsletter (September-October) & Antique & Craft Show—Brookelea Lutton: The newsletter has been started and will be completed when Brookelea returns from vacation. Elaine Wright will provide her with the information regarding our speaker.



Tour—Ironstone Winery—September 22—Lorraine Croup: Flyers have been made and an article submitted for the Citizen. The cost will be \$65 per person instead of \$75.

Old Fashioned Christmas—Decorators/Parade of Trees—Jeanette Lawson: Jeanette reported we have one more decorator and need two more. Elaine Wright said the cost for the rental of the Pavilion would be \$600.00 not \$60.00 as previously reported. Jeanette will schedule a meeting of the Committee to discuss this further.

### **Unfinished Business:**

Fountain in Luttig Garden (status report) Dennis Buscher: Dennis reported that the pump has been installed and caulked.

Front Landscaping & Walkway Lighting—Jim Entrican: The Scouts have made progress and Jim will check on the status of the brickwork. Bryan Fishback will put in the fountain. Scott Rogers will be contacted regarding the power and walkway lighting. The Board had given approval to spend \$700.00 a year ago. Jim will contact Scott and ask him to submit a new estimate.

Internet at Hotel—Jeanette Lawson: This has been completed and the monthly cost will be \$63.00 (includes internet and phone). The same password will be used.

Safe in Jail status—Dennis Buscher: The safe was sold for \$100 at the Yard Sale.

Plaque for Fence Donors—Jeanette Lawson: Jim Entrican will give Jeanette the information she needs to make some corrections.

Plaque for Jail—Jim Entrican: The plaque has been received and is in the jail waiting to be installed.

### **New Business:**

ADA Toilets (Jeanette Lawson): Ed Metzler said he would be willing to put in the ADA toilets and quoted a cost between \$185 and \$200 each. Jeanette wants to get them ordered and installed. It was moved by Elaine Wright, seconded by Joyce Amundson to spend no more than \$500 for the toilets and accessories. Motion carried.

Phil Teeters stated the Gardeners of the Grove have purchased a booth at the Antique and Craft Show and want to have a raffle at their booth. He knew that we also have a raffle and was concerned that theirs might conflict with ours. It was the consensus of the Board that both raffles could be held with no adverse outcome.

### **Upcoming Events**

- August 20—No General Meeting
- September 1—Open for Tours
- September 10—Board Meeting
- September 15—Antique & Craft Show
- September 17—General Meeting



- September 22—Ironstone Winery Tour—Concourse de Elegance Car Show
- October 6: Special Event—First annual Living History Celebration of the News of Statehood at the Stage Stop Hotel. 12:00—??
- October 6—Open for Tours
- October 6 –7: Participate in Harvest Festival?

First Vice President Barbara Claire adjourned the meeting at 5:30 p.m.

Submitted by:  
Diane Borden  
Recording Secretary