

## **ELK GROVE HISTORICAL SOCIETY**

### **BOARD MEETING MINUTES OF AUGUST 11, 2014**

**Board Members and Guests Present:** Diane Borden, Mary Bulford, Dennis Buscher, Barbara Claire, Lorraine Croup, Jim and Annaclare Entrican, Claudia Johnson, Jeanette Lawson, Rich Lozano, Brookelea Lutton, Milt Webb.

**Call to order:** Barbara Claire (President): The meeting was called to order by President Barbara Claire.

#### **Public Comment:**

None.

#### **Announcements:**

Thank you to everyone who helped with the Annual Yard Sale. Great event!!

**Approval of Minutes:** July 2014--Diane Borden (Recording Secretary):

It was moved by Claudia Johnson and seconded by Jeanette Lawson to accept the minutes of the July 14, 2014 Board Meeting (sent to Board for review) as submitted. Motion carried.

**Treasurer's Report/Bills--**Jeanette Lawson (Treasurer):

Yard Sale: Income: \$6,518.30, Expenses: \$155.86, Net Income: \$6,362.44.

The Board discussed whether to provide a budget for decorating the bathrooms. It was moved by Jeanette Lawson and seconded by Brookelea Lutton that we provide a budget of \$50 until the end of the year and \$100 for all of next year. Motion carried. Deanna is doing a great job!

It was moved by Lorraine Croup and seconded by Diane Borden to approve the Treasurer's Report (attached) as presented. Motion carried.

Rhoads School Update--Merry Leverton (absent):

Jim Entrican said that painting is moving slowing and that some of the books he moved are in bad shape and should probably be tossed. He also reported that the Native Sons have committed a donation of \$1,000 for scholarships to the school this year.

CSD Update--Rich Lozano:

Rich said they lost a retired fire fighter in an automobile accident (flash flood) in Oregon and a memorial service was held.



**Committee Reports:**

Annual Yard Sale—Lorraine Croup & Dennis Buscher:

Lorraine was extremely happy with the results of this fundraiser and complimented how professional our volunteers were in setting up and displaying the yard sale items. Many of the leftover items were given to the Elk Grove Food Bank and Goodwill. Everyone agreed the canopies were a big improvement. Annaclare said we would need to have more men to provide manpower for Halloween and Christmas events. Jim suggested that we consider hiring day laborers to help out. Jeanette said that if we do that, it would be best for a member to pay them and seek reimbursement from the Treasury (with receipt).

Annual Antique & Craft Show—Brookelea Lutton:

Brookelea has "Pinkberry" coming to sell frozen yogurt and they will donate 20% of their sales. We have 37 vendors and she hopes to get more. She will need someone with a truck and help in lifting and moving heavy equipment.

By-Laws--Dennis Buscher:

The Board gave input on the following questions posed by the By-Laws committee:

1. Vice President position – do we have 1<sup>st</sup> and 2<sup>nd</sup>? Is it a "President Elect" position?

It was agreed that we still need two Vice Presidents, each with their own duties and responsibilities. It was moved by Lorraine Croup and seconded by Jeanette Lawson to keep two positions and the duties would be spelled out in Policy & Procedures. Motion carried. It was moved by Jeanette Lawson and seconded by Jim Entrican that the term President/President Elect be changed to just President and the wording "President Elect" be removed. There should be no requirement that the 1st Vice President be automatically in line for President. Motion carried.

2. Honorary membership – what goes in Bylaws and what goes into Policy & Procedures?

It was agreed that the By-Laws should provide a framework only. It was moved by Jim Entrican and seconded by Jeanette Lawson that the details should be spelled out in Policy & Procedures (P&P). Motion carried.

3. Rhoads School Director – who appoints that position; should it be a voting position?

The EGHS Board is responsible for the school, for fund-raising and spending, and liability in case of any accidents. Therefore, should we appoint the Director?



After discussion, it was moved by Dennis Buscher and seconded by Brookelea Lutton to clarify the By-Laws that we do not appoint, but we do approve the candidate recommended by the Rhoads School Board for the Director position. The Rhoads School Director should be a voting position of the Board. Motion carried.

4. If the President steps down in the first year, should the VP fill the position for the following year also?

The 1<sup>st</sup> Vice President steps in and finishes the current term, but will not automatically fill that position in the "following" year. The 1<sup>st</sup> VP would fill the remainder of the year and would be eligible to run for President for the following 2 years. The Policy & Procedures will provide the details.

5. Should "staff" positions be voting positions, i.e., webmaster, publicity chair, etc.?

After discussion, it was moved by Jim Entrican and seconded by Claudia Johnson that we have 6 elected positions and 3 appointed positions as voting positions.

Elected Positions: President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Recording Secretary, Corresponding Secretary, Treasurer.

Appointed Positions: Webmaster, Rhoads School Director, and Facilities Director.

Duties of all positions will be detailed in Policy & Procedures.

6. What constitutes a Quorum for voting on the Board?

With the Board having 9 voting members, **5 (five)** voting members would constitute a quorum. No voting member shall have more than one vote.

7. Should the Parliamentarian (past President) vote on the Board?

No. The Parliamentarian is a non-voting position

8. Miss three meetings and you are out – shouldn't this be in Policy & Procedures?

It was agreed that this should not be part of the By-Laws.

Lastly, Dennis Buscher asked whether the Facilities Director should also be given authority to sign contracts, in addition to either the President, 1<sup>st</sup> Vice President, or Treasurer. (Currently two signatures are required.) This would apply only after the Board has approved the project. It was moved by Lorraine Croup and seconded by Jeanette Lawson to add the Facilities Director. Motion carried. The Policy and Procedures Manual will spell out dollar limits.



Docents—Mary Bulford:

Mary has called many members attempting to get more help for docents and has 3 new people interested for the September 6<sup>th</sup> opening. She is working on getting more volunteers for Halloween and Christmas.

Giant Pumpkin Festival & Haunted Stage Stop—Jeanette Lawson:

We will have a booth for the Festival in the Park and will need volunteers every day. Flyers will be given to CSD for the schools. The decorations for the Haunted Stage Stop are coming along; there will be a carnival theme upstairs. If anyone knows of high school students that would be interested in helping, please let her know. Jim said we need new speakers and he will provide more information to Jeanette. We did get approved for a grant (\$1,000) from the City, but have not received it yet. Jim offered to follow up. We will provide complimentary tickets to City Council and Board members of CSD.

Membership—Lorraine Croup:

Lorraine has received 4 new applications for membership as a result of the Yard Sale and has received some past-due dues. She received a \$250 donation from El Dorado Savings Bank. We discussed giving a complimentary membership to someone who has helped so much with the Haunted Stage Stop and we will review the By-Laws regarding our policy.

Newsletter—September-October—Brookelea Lutton:

The deadline for the September-October issue is August 15<sup>th</sup>.

Policy & Procedure Committee--Brookelea Lutton:

On hold.

Programs for General Meeting—September:

Cheryl Anne Stapp will be our speaker at the September 15<sup>th</sup> General Meeting, 6:30 PM at the Carlton Plaza. She will talk about her new book "The Stagecoach in Northern California: Rough Rides, Gold Camps & Daring Drivers." We will bring our own refreshments. October is our Haunted Stage Stop event; our November meeting will be held at Ray Bayless' Old Town Creations; Black Tie and Santa is also in November; and December is our Old Fashioned Christmas event.



**Unfinished Business:**

Foulks House Restoration and Blacksmith Shop/Storage Shed—Jim Entrican:

The cement and pad for the blacksmith shop can be done; it will need to be inspected. Jeanette Lawson passed around a flyer for a "Barn Raising" event to solicit donations to get started. It was moved by Jim Entrican and seconded by Diane Borden to proceed to mail these out. Motion carried.

Reese School Committee—Dennis Buscher, Jim Entrican:

**Montgomery Contractors Update:** Barbara provided an update on resolving this issued. More information will be provided as it becomes available after the committee meets again.

Dennis reported we are waiting on the architect to draw up plans and he will follow up.

Front Porch Repair—Jim Entrican:

Jim said Brian Fishback is not available and he thinks a Boy Scout can take care of this. He will also provide a list of other maintenance issues that he is aware of.

**New Business:**

Calendar Idea: Sally has suggested we make a calendar to sell that will have photos for each month – taken at different places in appropriate attire. Laura Bemus would be a good photographer for this purpose. If we start now, we can create one for next year.

Elizabeth Pinkerton—donations: Elizabeth has offered to donate some of her things to us and we will arrange to meet with her soon.

Getting iPad (\$499) or Mini iPad (\$399) for Visa sales: We agreed to consider and vote on purchasing one to leave onsite to use for credit sales.

Whitelock Parkway Meeting—September 3, 2014, at 6 PM, Pavilion at Elk Grove Regional Park: We should send a representative to this meeting. Barbara will send us more information via e-mail.

T-Shirts for Volunteers: All of the shirts have been given out; should we order some more? We do have some aprons left that could be used. Barbara will check further and let us know by the next meeting.

CSD as Co-Sponsor for events: We should take every opportunity to use the CSD logo.

EBI Consulting on New Verizon Tower: We have received a letter from them inviting us to comment on a proposed tower at Franklin & Laguna. They want to know if it is an area that has historical significance. Barbara will send a copy to Dennis and Tom Russell.



Milt Webb has asked Rich if it could be arranged to have Brian Hudson help us with our water pressure issues. Under the new management, there is someone new we are supposed to use.

**Upcoming Events:**

- August 18: No general meeting
- September 3: Whitelock Parkway Meeting, 6 PM, Pavilion at Elk Grove Regional Park
- September 8: Board Meeting, 4 PM, Museum
- September 15: General Meeting, Carlton Plaza, 6:30 PM, Speaker Cheryl Stapp
- September 20: Antique & Craft Show, 9 AM – 3 PM, CSD Parking Lot
- October 4-5: Haunted Stage Stop, 10 AM – 5 PM
- October 10-11: Haunted Stage Stop, 5 PM – 9 PM
- October 13: Board Meeting, 4 PM, Museum
- October 17-18: Haunted Stage Stop, 5 PM – 9 PM
- October 24-25: Haunted Stage Stop, 5 PM – 9 PM
- October 31: Haunted Stage Stop, 5 PM – 9 PM

The meeting was adjourned by President Barbara Claire at 6:30 PM.

Submitted by:

Diane Borden,

Recording Secretary