

**Tippecanoe County Historical Association
Board of Governors Meeting**

Mission: To Enrich the Lives of Tippecanoe County Residents and Visitors by collecting, preserving, researching, and sharing our unique and diverse history.

**AGENDA
5:15 PM, October 24, 2023
HYBRID MEETING – IN PERSON and ZOOM**

Members of the Board (total: 18 – quorum: 9)

Jeff Schwab – President	Pete Bill	David Hovde
Dave Sattler – Vice President	Jeff Burnworth	Quentin Robinson
Nick Schenkel - Secretary	Julie Byers	Brooke Sauter
Lorita Bill – Treasurer	H. Kory Cooper	Marsha Selmer
Colby Bartlett	Kevin Cullen	John F. Thieme
Del Bartlett	Walt Griffin	Todd White

Meeting will be Hybrid. In person at the History Center and available on ZOOM.

Connecting Information for Zoom Meeting

- If you have a computer with a web camera and microphone (most web cams have a microphone built in), connect to the meeting by clicking on the hi-lighted “[https://zoom.us/....](https://zoom.us/...)” below.
- If you have not previously downloaded Zoom software, you will be prompted to do so in order to connect to the meeting. The software is free.
- If you wish to connect by phone, call in one of the numbers listed below (doesn’t matter which). Once you are connected, you will be asked for your Meeting ID number so you can be placed into the correct meeting. The Meeting ID number is listed below.

Join Zoom Meeting

<https://us06web.zoom.us/j/82177637216?pwd=VkrWdFduTcvbmlhS1pSK2JhRTlaZz09>

Meeting ID: 821 7763 7216

Passcode: 830615

One tap mobile

+16469313860,,82177637216#,,,,*830615# US

+19294362866,,82177637216#,,,,*830615# US (New York)

Dial by your location

+1 646 931 3860 US

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

Find your local number: <https://us06web.zoom.us/j/82177637216?pwd=VkrWdFduTcvbmlhS1pSK2JhRTlaZz09>

FUTURE DATES FOR MEETINGS and EVENTS

Executive Committee (agenda setting) – 5:15 the Thursday before a Board meeting
(currently Zoom meetings)

Board of Governors – Fourth Tuesday of the Month at 5:15

- November 28, 2023 (Thanksgiving is November 23)
- December 19, 2023 – Budget Meeting (3rd Tuesday due to Christmas holiday)

AGENDA

- Call to order
- Minutes from August 22, 2023 Board meeting – *Pages 4-7*
- Officers' reports and business
 - President
 - Board recruitment
 - Board member terms expiring: Colby Bartlett, Lorita Bill, Jeff Burnworth, Kevin Cullen, Dave Sattler
 - Ball Sholty Award – See separate attachment
 - Bicentennial Book Project
 - Annual Meeting – looking at February 3, 2024
 - Vice President
 - Secretary
 - Treasurer
 - Budget Committee Meeting 10/23
 - Account balances (cash balance) – *Pages 8-10*
- Executive Director report – Claire Eagle – *Page 11*
 - Hosted a VL-WL VIP program at the Arganbright
 - Blue Fox turned on the boiler at the History Center last week
 - Annual Campaign: we have received \$5,675 in contributions. Net so far is \$4,411.18.
- Battlefield Museum report – Trey Gorden – *Page 12*
 - Visitor numbers are mixed
 - Battlefield Commemoration on November 4th
- Membership – Kelly Lippie – *Page 13*
 - 14 memberships sold at the Feast tent
 - Total members as of October 19, 2023: 429 members.
- Collections Committee – Kelly Lippie – *Page 14*
 - September Collections Committee: 7 new accessions created; include one purchase.
 - Ongoing volunteer projects in collections include: cataloging and scanning photographs, sorting and weeding the vertical files, cataloging bottles.
- Library Report – Amy Harbor – *Page 15*
 - Submitted contract to Family Search to become an Affiliate Library
 - Created brochure and map for Spring Vale Tour
 - Completed 15 research requests. Welcomed 23 in person researchers
- Feast report – Leslie Martin Conwell – *Pages 16-17*
 - 2023 Feast attendance was 41,203. Average Feast attendance is 40,000
 - Brooke Sauter, who will be the Feast Event Manager for 2024, began training with Leslie September 1.
 - Feast Steering Committee Wrap-Up meeting is November 1
- Notes from Committees – *Pages 18-22*
- Any Other Business
- **END AGENDA**

Minutes for August 22, 2023
TCHA Board of Governors Meeting
In Person at the History Center and Zoom Meeting

Board President Jeffrey Schwab called the TCHA Board of Governors to order at 5:15 pm at The History Center.

Governors attending in-person were Jeff Schwab, Dave Sattler, Nick Schenkel, Del Bartlett, Loria Bill, Pete Bill, Julie Byers, H. Cory Cooper, Kevin Cullen, David Hovde, Quentin Robinson, Brooke Sauter, and Marsha Selmer.

No Governors attended online.

Governors Colby Bartlett, Jeff Burnworth, Walt Griffin, John Thieme and Todd White were not present in person or online.

Executive Director Claire Eagle and Curator Kelly Lippe and Leslie Martin Conwell were present in person. TCHA staff attending online were Trey Gordon and Amy Harbor.

The Minutes of the July 25, 2023, Board Meeting were presented and approved, with corrections, by voice vote after a motion and second from Dave Sattler and Quentin Robinson.

The President announced that all the Conflict of Interest and Whistleblower forms have been received.

Jeff led a discussion of TCHA's need for new board members and began the discussion of what talents and organizational needs we ought to consider when proposing nominees to the nominating committee.

Executive Director Claire Eagle shared a board recruitment matrix (from the Eberle Series sponsored by the Community Foundation) to help with board recruitment. Board members were asked to share their matrix results with Claire by email. This discussion will continue at our next board meeting. A reminder that we are seeking Doers, Givers, Door-openers for board membership.

The Vice President was assigned to help lead the board's nominating committee beginning with this month's board meeting.

The President urged all board members to be actively involved with the Feast this year. A sign-up sheet with volunteer opportunities at the Feast was passed around and filled out by those board members present.

The President announced there will be no September board meeting, as is usual, because of the Feast of the Hunter's Moon schedule this year.

Vice President Sattler had nothing new to report at this month's meeting.

Secretary Schenkel had nothing to report beyond the Minutes of the July 25 meeting.

The Treasurer reviewed the July 31 Treasurer's report (see attached). She drew attention to the positive balance in income for January-July 2023 compared with the budget and noted the negative balance for expenditures for this same period.

She noted that cash less AP and credit cards for July 2022 compared with June 2023 showed a positive balance and noted that this was usual for the July Report.

The "Investment Accounts" report was updated for June 30, 2023.

The Executive Director's report was given by Executive Director Claire Eagle (see attached Report).

She announced that Brooke Sauter and TCHA have agreed to hire Brooke as the new Feast Coordinator beginning January 1, 2024. Brooke will begin her work as associate Feast Coordinator, working with Leslie Martin Conwell on September 1.

She noted the Annual Campaign materials have been submitted to the National Group for mailing next week.

She noted the TCHA is working with Marra Honeywell and Devon Roddel from the West Lafayette Public Library to provide joint local history displays, programs and a short Feast documentary developed by the two organizations.

She reported as well on grant and donations work (including a \$12,000 sponsorship from the City of Lafayette to help with expenses for the proposed Bicentennial book), a new employee handbook and a new disaster/emergency operations Plan as well as updates about facilities – special thanks to Jeff Schwab and Jeff Burnworth for their work installing a new floor in the Director's office at Argenbright (see attached reports).

Trey Gordon noted visitor numbers at the Museum are down from last year but can be seen as OK given the road travel situation. Trey and Rick Conwell are making good progress on Feast Preparations.

He offered an extended report on the Infields project, intended to coordinate a jointly managed and implemented publicity department for the Battlefield, The Farm at Prophetstown, Wolf Park, Indiana Fiddler Gathering, Carroll County Wabash & Eirei Canal, Delphi Opera House and the Opera House Gallery.

Trey also provided a written Battlefield Museum Report with more information about programs and facilities updates (see attached).

Kelly Lippie presented the Membership Committee Report.

TCHA continues to experience increases in membership.

Feast tickets for TCHA members will be mailed to them soon (Feast tickets were passed out to board members present).

Ms. Lippie then presented the Collections Committee Report. The Committee added eleven items at their last meeting.

Kelly reported about work by a summer intern as well as ongoing volunteer projects which included work with a Purdue Honors College group which is helping Indianan Landmarks identify and write profiles for African American historic sites in Tippecanoe County, using TCHA resources in their research. (see attached documents).

Loans were renewed for another year for items loaned to Duncan Hall, Five Points Fire Station, and Fowler House

The Librarian's written report was presented for review. Amy reported that the library's research activities continue to be busy. She continues to seek volunteers for the late October Spring Vale Cemetery Tour and for staffing the West gate at the Feast.

She reported that TCHA has been invited to apply to become a Family Search affiliate Library, offering our community access to many more genealogical records. The ED and the Board President will review the application for possible response by TCHA.

Leslie Martin Conwell presented the Feast of the Hunter's Moon Committee Report (see attached).

She reported that the Feast Steering Committee meeting was hybrid in August and that much planning was accomplished.

Online ticket sales have begun, and advance ticket outlet sales begin the day after Labor Day.

The Feast Volunteer Call-out has been scheduled and numerous service contracts have been confirmed.

Martin Conwell reiterated the President's request for all board members to take part in volunteer activities at the Feast.

And she concluded her report with Facebook Feast statistics which has been viewed 17,231 times in the last 28 days with the largest viewership from 35–44-year-olds.

The other committees' reports were reviewed (see attached reports).

The Development and Membership Committee highlighted the efforts of the Committee to focus on membership, grant efforts and now an overall Development Plan to find and cultivate donors who will support TCHA.

Ongoing efforts to increase recognition of TCHA in the community continue.

The Facilities Committee's report focused on HVAC challenges that continue with both the History Center and with Arganbright; installation of a new a/c unit is scheduled for mid-August at Arganbright, and the Community Foundation has agreed to cover the additional cost with existing grant funding.

Efforts are underway to increase internet service at the Feast with the help of Comcast. The goal is to offer increased wireless internet service for ticket gates and vendors.

Improvements to the lighting and the ED's office flooring were reported upon; thanks to Jeff Burnworth for his efforts to make much of this work happen.

Training of staff volunteers to use TCHA's AED is underway.

A list of maintenance projects to be accomplished between late summer and next Spring was provided to the board in the written report.

The Historic Marker's Committee is seeking a new chairperson and continues to look for marker replacement funding.

The Lafayette Bicentennial Publications Committee continues its work; David Hovde noted the funds received from the City of Lafayette to assist with publishing costs (reported earlier in the meeting).

Chair of the Ouiatenon Preserve (OP) Committee Kory Cooper presented a written report with many topics of interest.

Cooper reported that discussions between TCHA and the Indiana University Museum concerning Fort Ouiatenon collections held at the University Museum continue.

He cautioned that there is reluctance by IU to schedule further discussions and there is little (if any) institutional memory at either institution that dates to the 1968-69 excavations when the Fort

Ouiatenon and Native American related collections were happening. To the latter point, Del Bartlett and Leslie Martin Conwell will both prepare written statements regarding their experience with and understanding of TCHA's ownership of that collection.

Kory also reported that logistical issues regarding the existing Ouiatenon collection maintained at TCHA were discussed.

President Schwab reported that August TCHA programs were popular and thanked those who presented the programs to our community in person and online.

A list of programs offered by TCHA from July through October along with the preliminary 1st quarter 2024 program schedule was provided as was a report about the new TCHA/West Lafayette Public Library partnership for joint programming.

The Publications Committee had no written report.

There being no additional business, Dave Bartlett and Pete Bill moved adjournment and the motion was approved by a voice vote at 6:35 pm.

Respectfully submitted by Nick Schenkel, TCHA Secretary

**Treasurer's Report
Lorita Bill
October 2023**

Tippecanoe County Historical Association			
Selected Accounts			
September 2023			
	9/30/2023	8/31/2023	Change from Last Month
Bank Accounts			
1000 Petty Cash	600.65	631.27	(30.62)
1010 First Merchants Checking	171,043.65	180,884.45	(9,840.80)
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	4,278.33	4,278.33	-
1027 Ouiatenon Preserve Account	87,476.66	87,576.87	(100.21)
1045 Feast Rainy Day Account	10,050.82	10,050.74	0.08
1046 Feast Rainy Day CD	91,113.82	91,113.82	-
1150 Undeposited Funds	1,876.89	389.03	1,487.86
Total Change in Cash	398,173.97	406,657.66	(8,483.69)
			-
2000 Accounts Payable	(14,460.64)	(1,701.30)	(12,759.34)
2005 Credit Card	(16,758.74)	(19,378.68)	2,619.94
Cash less AP and Credit Cards	366,954.59	385,577.68	(18,623.09)
			Change from Last Year
	9/30/2023	9/30/2022	
Bank Accounts			
1000 Petty Cash	600.65	42,621.23	(42,020.58)
1010 First Merchants Checking	171,043.65	102,257.50	68,786.15
Moved to TCHA Trust 10-17-22	-	(50,000.00)	50,000.00
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	4,278.33	38,777.71	(34,499.38)
1027 Ouiatenon Preserve Account	87,476.66	77,846.19	9,630.47
1045 Feast Rainy Day Account	10,050.82	100,038.78	(89,987.96)
1046 Feast Rainy Day CD	91,113.82	-	91,113.82
1150 Undeposited Funds	1,876.89	2,459.35	(582.46)
Total Change in Cash	398,173.97	345,733.91	52,440.06
2000 Accounts Payable	(14,460.64)	(27,904.80)	13,444.16
2005 Credit Card	(16,758.74)	(6,030.80)	(10,727.94)
Cash less AP and Credit Cards	366,954.59	311,798.31	55,156.28

			Change from
	9/30/2023	10/19/2023	9/30/2023
Bank Accounts			
1000 Petty Cash	600.65	600.65	-
1010 First Merchants Checking	171,043.65	681,461.74	510,418.09
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	4,278.33	4,278.33	-
1027 Ouiatenon Preserve Account	87,476.66	105,807.72	18,331.06
1045 Feast Rainy Day Account	10,050.82	10,050.82	-
1046 Feast Rainy Day CD	91,113.82	91,113.82	-
1150 Undeposited Funds	1,876.89	833.67	(1,043.22)
Total Change in Cash	398,173.97	925,879.90	527,705.93
2000 Accounts Payable	(14,460.64)	(58,876.69)	(44,416.05)
2005 Credit Card	(16,758.74)	(14,340.89)	2,417.85
Cash less AP and Credit Cards	366,954.59	852,662.32	485,707.73
			Change from
Investment Accounts	9/30/2023	12/31/2022	Beg of Yr
TCHA Trust	1,278,035.59	1,209,447.14	68,588.45
Wetherill Trust	333,962.89	333,524.92	437.97
Lafayette Community Foundation (6/30)	31,187.43	30,412.64	774.79
Total Investments	1,643,185.91	1,573,384.70	69,801.21
*Investments are updated quarterly			

**Tippecanoe County Historical Association
Budget vs. Actuals: 2023**

	Jan-Sept 2023		
	Actual	Budget	Variance
Income			
4015 Grant Income	8,678.07	-	8,678.07
4020 Contributions	86,825.33	62,995.00	23,830.33
4200 Museum Store Sales	26,690.34	31,500.00	(4,809.66)
4400 Library Revenue	1,792.70	1,800.00	(7.30)
4500 Membership Dues	19,252.50	14,560.00	4,692.50
4600 Programs & Education	18,734.46	23,500.00	(4,765.54)
5000 Feast Of The Hunters Moon	37,036.26	34,400.00	2,636.26
Total Income	199,009.66	168,755.00	30,254.66
Cost of Goods Sold			
7720 Merchandise Sold	12,203.96	14,175.00	(1,971.04)
Total Cost of Goods Sold	12,203.96	14,175.00	(1,971.04)
Gross Profit	186,805.70	154,580.00	32,225.70
Expenses			
6001 Salaries, Wages & Benefits	156,611.91	180,345.00	(23,733.09)
7003 Administrative Expenses	9,421.93	8,905.00	516.93
7004 Contract Services Administrative	16,561.76	18,000.00	(1,438.24)
7007 Equipment & Supplies	2,206.23	3,000.00	(793.77)
7012 Collections, Exhibits & Library	2,614.37	4,808.00	(2,193.63)
7013 Museum Store Expenses	2,310.21	3,130.00	(819.79)
7799 Insurance and Taxes	15,354.16	15,422.00	(67.84)
7815 Repairs & Maintenance	19,931.24	30,125.00	(10,193.76)
7816 Contractual Services - Facilities	2,605.32	3,150.00	(544.68)
7817 Utilities	31,777.24	38,710.00	(6,932.76)
8500 Membership Expenses	1,012.00	1,400.00	(388.00)
8602 Fundraising Expense	1,077.19	-	1,077.19
9100 Feast Expenses	57,947.69	73,007.02	(15,059.33)
9201 Programs & Education Expense	4,257.98	3,457.50	800.48
Total Expenses	323,689.23	383,459.52	(59,770.29)
Net Operating Income	(136,883.53)	(228,879.52)	91,995.99
Other Income			
4910 Other Income	8,050.00	6,300.00	1,750.00
6100 Investment Income (distribution only)	65,961.13	62,350.00	3,611.13
Total Other Income	74,011.13	68,650.00	5,361.13
Net Income (Before Depreciation)	(62,872.40)	(160,229.52)	97,357.12

Executive Director Report
Claire Eagle
October 2023

Administration

- Work continues on the employee handbook and emergency operations/disaster plan.
- Plan to complete employee annual reviews in November.
- TCHA employees that worked Feast weekend received two comp days to be used by the end of the year for their incredible work not just during but leading up to and after the event.

Programs

- Hosted a VL-WL VIP program at the Arganbright on August 23rd. We had 14 attendees. These are other business owners/non-profit leaders that are invited to a behind the scenes look at business, organization or events each month.
- September programs had great attendance:
 - Wednesday, September 6 7 PM – Historic Highland Park Neighborhood: 56
 - Saturday, September 9 10 AM – Indiana Archeology Month: ~100
- Presented a program at Westminster on the history of the Feast on September 23rd. There were well over 50 attendees.
- The program committee did not meet in October, but work continued on the January-April 2024 schedule. Committee members are working on individual tasks and will meet again in November. Our goal is to have the programs scheduled by mid-November so that the brochure can be completed in December and sent for print in January.

Facilities

- Blue Fox turned on the boiler at the History Center last week.
- We had additional issues with our security system at Arganbright throughout September. Mulhaupt seems to have fixed the issues once again. We were not charged for any repairs/replacements that occurred.

Grants and Donations

- Annual Campaign letters were mailed on August 30th. To date we have received \$5,675 in contributions. The total cost of supplies for the appeal was \$1,193.82. Net so far is \$4,411.18. I do expect this to go up as we are still receiving one or two contributions a week. My realistic goal was \$5,000 which I believe we can still make. My lofty goal was \$10,000 which might be a bit harder to reach at this point.
 - Printing of letters and envelopes: \$860
 - Postage for mailing appeals: \$110.32
 - Thank you note cards and envelopes: \$157.50
 - Stamps for thank you notes: \$66
- GFGL NOW grant report (Arganbright and History Center HVAC repairs) was submitted at the end of August and we received those funds in September.
- NCHS grant report (Feast trailer) was submitted in early September and our final grant payment was received a couple of weeks ago.
- We received a last-minute Feast sponsorship from Duke Energy for the Feast. Our contact wants to continue this relationship next year.
- TCHA received a \$12,500 sponsorship from Kirby Risk to cover part of the cost of the Bicentennial book. This is in addition to the \$12,500 from the City of Lafayette. We now have \$25,000 which should cover most, if not all of the upfront costs.

Battlefield Museum Report
Trey Gorden

- Visitor numbers are mixed.
- Feast is done and inventory is nearly complete
- Program schedule is heating up again
- Commemoration is near

These two months were mixed, as regards our visitor numbers. In September we had 928 visitors, reasonably on par with last year's 957, but well up from the previous month's 734. October, though, had 959 visitors; pretty good compared to last month, but much worse than last year's 1279.

Feast is over, inventory is nearly finished, and programs are starting to heat up again. We already have ten scheduled by the middle of next month! The one on November 8 is a travelling program for the 20/20 Circle Club at Central Presbyterian Church.

It's almost time for Commemoration! The event is scheduled for November 4th and goes from 9:00 until 4:00. Here's the lineup. I hope to see you all there.

9:00 Battlefield Museum and historic interpretation camp opens to public.

10:00 Keynote Address: Guest Speaker Dr. Luke Gascho — "Living on Indigenous Landscapes: Potawatomi and Settler Histories in Northern Indiana"

11:00 American Legion posting of colors and laying of wreaths

12:30 Guest Speaker: Trey Gorden "Tippecanoe Battlefield – Indiana's First Tourist Attraction"

1:30 Guest Speaker: John Polles "A Tour of the Tippecanoe Battlefield: Reliving the Battle of Tippecanoe"

4:00 Event closes

Membership Report
Kelly Lippie
October 2023

- Newsletter emailed out in early September (next due Dec. 1)
- Feast membership tent:
 - o 17 total memberships sold over Feast weekend.
 - o 14 memberships sold at the Feast tent
 - o 3 memberships sold online
 - o 9 new memberships
 - o 8 renewals
 - o 2 online renewals were lapsed and renewed for 5 years.
 - o David Hovde donated custom pottery to raffle
 - o TCHA provided water, coffee, hot chocolate, & snacks at tent
 - o All who purchased membership received TCHA pen at tent
 - o Unknown # of members visited the tent over the weekend (attendance not kept)
 - o Thanks to Pete, Lorita, Nick and Kory for running things!
- Committee decided to discontinue School Memberships (as they weren't used in years) and create a research group rate for school & clubs to use library.
- Member appreciation sale at the History Store scheduled for Dec. 14-17, 2023.

Membership Level	Renewal Period	Total as of July 20	Total as of Aug. 18	Total as of October 19
Individual (\$35)	Annual	62	63	63
Senior Individual (\$30)	Annual	80	81	81
Senior Couple (\$40)	Annual	93	91	102
Family (\$50)	Annual	55	56	59
School/Club (\$100)	Annual	1	1	1
Patron (\$100)	Annual	67	68	73
Sustaining (\$250)	Annual	18	17	16
Benefactor (\$500)	Annual	3	3	3
Treasure (\$1,000)	Annual	3	3	3
Lifetime	Lifetime	28	28	28
Total Memberships		410	411	429

Total members as of October 19, 2023 **429 members.**
 (354 members total on October 6, 2022)

TCHA Collection Department Report

Kelly Lippie

October 2023

- Ongoing volunteer projects in collections include: cataloging and scanning photographs, sorting and weeding the vertical files, cataloging bottles.
- Purdue Anthropology student working this semester to study jewelry in the collection.
- Picked up a large photograph collection from a donor in Otterbein.
- Potowattomi Train of Death caravan visited on Sept. 18th to view selections from the George Winter collection.
- Feast History exhibit set up at the West Lafayette Public Library for Sept/Oct.
- Attended webinar held by IHS local history services about Dealing with County records.
- Working with Fairfield Township trustee to transfer Greenbush Cemetery books to the TCHA permanent collection.
- New volunteer taking architectural photographs around the county for the photo archives at TCHA.
- Arranged materials to go to e-waste day recycling including old computers and printers.
- Coordinated Feast school days.
- Did a collections training program for the Board and staff of the Haan Museum on Sept. 16.
- Hosted Purdue Honors College class (Oct. 17) for an orientation on resources in the archives & library.
- Interviewed by Purdue anthropology student for class project.
- Meeting with Scott Hanback (TSC Superintendent) about school history exhibit in their new office lobby space.
- Planning exhibit change-outs at the Arganbright Center, History Center and Battlefield. Cartoonist exhibit at Battlefield closes in December.

September Collections Committee:

7 new accession created; which include one purchase.

No Collections Committee held in October due to the Feast.

**Library Report
Amy Harbor
October 2023**

- Organized volunteers and supervised the West Gate at the Feast
- Submitted contract to Family Search to become an Affiliate Library
- Created brochure and map for Spring Vale Tour
- Met with Spring Vale board to discuss tour details
- Organized volunteers and collected research materials for Spring Vale tour
- Still working with Fairfield Township Trustee to obtain Greenbush Cemetery records
- Completed 15 research requests
- Welcomed 23 in person researchers

Feast Report
Leslie Martin Conwell
October 2023

- 2023 Feast attendance was 41,203. Average Feast attendance is 40,000. Note: Feast attendance has been above 40,000 in 2019, 2021, 2022, and 2023.
- Feast gross income is about 15% higher than in 2022, but this is most likely due to increased gate/advance ticket prices and increased food prices.
- Financials should be wrapped up towards the end of December, when we do pay-outs to the food booths after they have submitted their final paperwork. Several of our expenses were higher this year, including food costs.
- Brooke Sauter, who will be the Feast Event Manager for 2024, began training with Leslie September 1.

The Feast continues to be impacted by larger societal issues, including supply chain, vendor lack of staffing, and higher prices.

Thank you to the Feast Steering Committee for their assistance in planning the 2023 Feast; the TCHA board and staff for their work and support; and to Jeff Schwab, TCHA's board president and Feast chairman.

TCHA as well as other participating groups and vendors experienced staffing and volunteer shortages. The Feast Steering Committee will continue to work to address this issue.

We had several new food booths this year, and they are enthused about participating next year.

Media efforts were focused on the local area and region. Facebook advertising targeted the local area, Indianapolis, Fort Wayne, and South Bend, and the ad reached 84,513 people. Special thanks to Brooke Sauter for her graphic skills.

Amy Harbor coordinated the west entrance gate, and we appreciated her rounding up volunteers for it. Kelly Lippie stepped back in to assist with the School Days and her efforts are appreciated.

Feast clean-up is done, but next year the Purdue Crew will need a final walk-through with Feast and park staff before they are released from their duties. The crew wants to get all the work done in one day, but that just isn't possible with the sheer volume of work to be done and the size of the grounds.

The Feast Steering Committee Wrap-Up meeting is November 1. The Feast Volunteer Thank You is December 7.

Some very impressive social media stats in just the last 28 days:

Feast Group-
40,156 viewed posts (Feast and School of the Artifact)

Feast Page-
7,622 viewed posts

Feast Sutler and Craftspeople Group-

4,245 viewed posts

TCHA Page-
84,513 viewed posts

Feast Facebook Ad-
99,669 viewed the advertisement

TOTAL FACEBOOK REACH IN THE LAST 28 DAYS FOR TCHA/FEAST PAGES:
236,205

An excellent Feast! Well done, everyone!

Other Committee Reports October 2023

Development & Membership Committee

- Welcomed TCHA member Ronda Schwab to the committee
- Membership Update – see Kelly’s Membership Director’s report
- Feast sponsors
 - First Farmer’s Bank and Trust sponsoring a performance stage at \$4500 per year for 3 years - they are in their second year of sponsorship
 - Subaru of Indiana Automotive sponsoring the Voyageur performance stage at \$3500 per year for an unspecified length of time - they are on their fourth year of sponsorship - SIA gets 30 tickets to the Feast and their name on a banner at the gate(s)
 - Indiana Humanities grant is paying for part of the costs for the Miami participation at the Feast
 - Duke is going to contribute \$5K for 2024
 - There was discussion about thinking about getting Arni’s to sponsor the pizza next year since they are so involved in community activities
 - We need to develop a document to give to potential Feast sponsors to identify these opportunities (benefits for the sponsor, sponsorship costs, etc.)
 - A document from Kathy Atwell was found that might help with this
 - Brooke and Claire are working on this
 - Information and sponsor solicitation will go out earlier in the year to increase the odds of getting sponsors
- Increased recognition of Current TCHA logo
 - Status on paper coasters: Our order got lost at printer and wasn’t put into production. If they started production, we wouldn’t be able to get the coasters back until the week before the Feast reducing the coaster’s impact to a very short period of time. It was decided to cancel this order.
 - The Archeological Conservancy published Feast information in their most recent publication including a nice photograph of the Feast - thank you Leslie and Del
- Historical Markers Committee fund raising
 - Trey is now chair of this committee. No meeting in September or in October prior to Membership & Development meeting in October.
- Development campaigns and Annual Appeal – See Executive Director’s Report to the Board
- Annual Meeting
 - Jeff and Claire are working on this. Likely will be first week of February and held in the early afternoon.
 - Since the majority of the meeting is the Membership Business Meeting (elections, recognitions, and report of the state of the Association) this falls to the Board President to create the Agenda for the Business meeting
- Community Foundation “wish list”
 - Gretchen Shelmon from Greater Lafayette Community Foundation was requesting a “wish list” of significantly priced projects or items TCHA (and other NFPs) need so that when a potential donor approaches GLCF to “help”, the items on the wish list can be an option for the donor
 - Claire is trying to put together a list ... the basement blower replacement at HC and potentially the Arganbright roof could be on the list (however, an inspection needs to be done on the roof to determine IF work needs to be done) --- suggestions welcome

- Jeff Burnworth suggested that we need to lay down a gravel base in and around the Feast barn to protect the barn and contents ... and make it easier to work in the area when it is wet (probably less than \$5000)
- Discussion on creation of overall strategic development plan
 - A first draft of a overriding philosophy/ethics and mission statement for TCHA development was created and Claire had a short term specific goal plan example from New Harmony
 - The two documents serve slightly different purposes ... the first one is the broad view of how TCHA should operate in doing “development” and the second (New Harmony) document is an example of how specific targeted goals are used to drive the process
 - Recommended that the documents be combined to establish overall principles and mission that remain stable, and then specific goals that will change each year
 - Claire will create a document and present it to the Committee at the next meeting
 - *See details of these documents in the AGENDA for the October Development and Membership meeting*

Facilities Committee

- Comcast Bandwidth service for Feast
 - Quote from Comcast for the Feast month (1 month) of \$75 for 35 Mbs of service ... however, the bill we received was for \$278, was activated in August, and included installation and other fees. Coverage was planned for September 15 to October 15, but was activated in August. We are going to disconnect the system the day after the Feast ... but need to make sure we are not continued to be charged. The service is administered through the *business* branch of Comcast/Infinity which is in Indianapolis, so there isn't a local walk-in location to which we can complain.
- Claire's office floor
 - Project done except for baseboards which Jeff Burnworth is going to get and install. There is a heat vent that still needs to be installed in the floor. The rug that was covering the floor in the office is going to be tossed out
 - All of this will be done after the Feast
- Update on the coordinating of training staff and volunteers to use the AED (Automated External Defibrillators)
 - Jeff Schwab or Claire will check with Dave Chasey to see if they can get a name of a trainer
- We have 4 Narcan rescue sets for opioid overdose. Jeff Schwab, Claire, and Brooke Sauter (new Feast coordinator) have been trained.
- Leak in ceiling of banquet room at HC
 - It is possible that there is a leak elsewhere in the roof that is running along the groove of the corrugated metal paneling under the roof deck.
 - It is likely the water getting into the ventilator vent shaft is not dripping straight down but is running onto some of steel support girders and dropping through a drilled hole and onto the ceiling tile (the hole is directly over the other stain on the ceiling panels)
 - Two drip pans were placed under these suspected site. The damaged panels were not replaced but one panel rotated to see if a new stain appears after the next rain
 - A new stain showed up on the rotated panel in October after a rain ... new stain is in same location as one of the previous stains. Pans placed to catch drips are not catching the rain.
- Large donor plaque board in basement of HC

- Research still needs to be done. Idea was to find a place to mount it and update it with more recent large donors or contributors. (criteria for inclusion?)
- Mailbox at the HC is loose – needs to be drilled and self-tapping screws inserted to hold the box on better
- Need to scrape the “Office Hours” off of the glass doors at the History Center. It’s confusing for people because there is no one in the building anymore except for programming. Done.
- Legacy brick came in and needs to be installed (8x8 inch). Done
- Ballasts and light bulbs from LED light conversion in Arganbright – still need to get rid of some
- Recycling day at Tippecanoe Fairgrounds on Saturday, September 30th get rid of old printers and computers – hard drives will be removed by us for deleting or destroying at a later time. Done.
- Two dehumidifiers and a small refrigerator at BG need to be recycled. Recycle event at Cole Elementary need to take these. Done.
- Only two lights in ceiling of auditorium work so there is very little light turned on by the switch at the rear auditorium door. The lights are behind glass panels and will require someone to get up on a very tall ladder or cherry picker to replace them. There are also some lights out on the hanging “wagon wheel” lights. Claire to check with church to find out if they have equipment. Jeff Burnworth may know someone who has a cherry picker. Need to replace all incandescent bulbs with LEDs so don’t need to replace them.
- Claire has the key box for the History Center - just need to be installed
- Inspection of the Arganbright roof - Claire is going to schedule inspection after the Feast

Projects to be done between late summer and next spring

- Need to regularly monitor the temperature in the basement of the HC since there is no blower system.
- Formal safety and equipment training for use of the HC kitchen
 - Claire will do this over this coming winter down-time
 - It’s needed to reduce our liability risk if someone is injured while using the equipment
- Replacement of lectern at History Center - on “to do” list
- Monitor and computer for doing Zoom meetings at Arganbright - during the winter down-time.
- Computer monitor in hallway of History Center near stairs - Not a high priority. More likely to get down during down-time during the winter.

Historic Markers Committee

Lafayette Bicentennial Publications Committee

Thanks to Claire’s efforts, we now have \$25,000 raised for the book project. This should cover the \$17,500 estimated pre-production costs with a reserve for overruns or to contribute to the printing costs. Based on what we heard last time from Purdue we are estimating around 500 copies, hardcover but no jacket.

Our original goal was 200 articles but given our current submission rate we may have to go a mix of articles and photo essays from our collection. But to be viable we would really need to push to over 100 articles. We currently have around 20 stories submitted. We may also want to request personal anecdotes from the community that could be used to help caption some of the photos from our collection.

One thing that is clear to the committee that met is that our original deadline of spring 2024 is unrealistic at this point. We are more likely looking to a fall (September/November) 2024 deadline and a later publication date in 2025 but still within the dual (city and county) bicentennial window.

We discussed the review process for submitted articles and agreed to simplify it. Each submitted article would be assigned a reviewer who would check the article for grammatical, spelling, and historical accuracy and make the needed corrections. The article would then be returned to the original submitter for review. If the original author has any concerns about the changes, they would be reviewed by the editorial team. By the next meeting (Nov 7) we will have updated author information ready to go out.

We need to start a focused effort to recruit authors. We will look at doing some social media postings, an article in our next newsletter, and have an author's callout before the holidays. In addition, we will push the call to the Walla newsletter and other forums that are appropriate. We will also send an update to the authors that were identified in the previous calls.

Additional authors may be recruited by working with the various social organizations (Optimists, Rotary, Kiwanis, PURA, Parlour club), Purdue classes, etc. Offer to have Claire or others speak about the bicentennial in general and the book project in particular.

Ouiatenon Preserve Committee

The main business currently is working on the next stage of resolving the issue of the Kellar collection from Fort Ouiatenon that we are trying to get back from the IU Museum. The plan is for Claire and I to put together a package of material including: newspaper clippings, correspondence, sworn statements, etc. that Claire will send to the Museum director along with a letter requesting a meeting to discuss TCHA's claim of ownership.

As agreed upon at the last meeting of the OP committee - plus TCHA board president Jeff Schwab, and Curator Kelly Lippie - I have contacted Amy Johnson (IN State Archaeologist), Logan York (Tribal Historic Preservation Officer, Miami of OK), and Terry Martin (Emeritus Curator of Anthropology, IL State Museum).

Both Amy and Logan were surprised at IU's dismissive response to our earlier communication with the IU Museum and expressed general support for the idea that the collection is TCHA's, but of course this is our fight not theirs. We just wanted to make them aware of what we are doing. Amy was especially disappointed to hear that's how things are currently working (or not?) at the IU Museum. Logan also reminded me to tough base with the Peoria Tribe on this matter (as with all matters worth discussing with the Miami) as the Peoria Tribe includes descendants of the Wea/Miami from this area. I will get on that this week.

Additionally I talked to Terry Martin, whose PhD dissertation research at MSU was done on the faunal collection from MSU's excavations in the 70s. Terry has in his possession the faunal collection from Kellar's 68 & 69 excavations at Fort Ouiatenon. He uses this collection for training and public education and outreach. I told him that as far as TCHA was concerned he can keep that for now, though I suppose the IU Museum still would consider it theirs at the moment. Worked bone, i.e., artifacts found in that material were returned to the rest of the collection now at the IU Museum. Additional things learned or confirmed during this conversation:

- Terry supports TCHA having all of the Kellar material currently at IU here in Lafayette (for what that's worth).
- Also, when I brought up the idea of him housing the MSU faunal material at the Illinois museum he said that is unlikely due to space issues there. Additionally, he reminded me that his research was based on a sample of the faunal material and every time he looks

at the material he finds something new and previously undocumented so it would be incorrect (as I have stated) that this material is “done” with respect to research.

- The Kellar faunal material amounts to 25 curation boxes plus a few small boxes.

Also, I recently talked to Lindsay Bloch, an archaeologists and ceramics specialist now living in the area and she told me the Kellar collection at IU Museum, which she saw when visiting Melody Hope a while back, consists of around 100 banker’s boxes.

Claire and I hope to put everything together in November.

Program Committee

Publications Committee

2023 BOARD OF GOVERNORS TERMS (3 Year Terms)

Name	Term Ends (Annual Mtg. Jan/Feb)
Colby Bartlett	December 2023 (January 2024)
Del Bartlett	December 2024 (January 2025)
Lorita Bill	December 2023 (January 2024)
Pete Bill	December 2025 (January 2026)
Jeff Burnworth	December 2023 (January 2024)
Julie Byers	December 2024 (January 2025)
H. Kory Cooper	December 2024 (January 2025)
Kevin Cullen	December 2023 (January 2024)
Walt Griffin	December 2025 (January 2026)
David Hovde	December 2025 (January 2026)
Quentin Robinson	December 2024 (January 2025)
Dave Sattler	December 2023 (January 2024)
Brooke Sauter	December 2025 (January 2026)
Nick Schenkel	December 2024 (January 2025)
Jeff Schwab	December 2024 (January 2025)
Marsha Selmer	December 2024 (January 2025)
John Thieme	December 2025 (January 2026)
Todd White	December 2024 (January 2025)

2023 OFFICERS OF THE BOARD (1 Year Term, not more than 5 consecutive terms)

Position	Name	First Term Began	Term Number in 2023	Re-election eligibility ends
President	Jeff Schwab	February 2021	3	January 2026
Vice President	Dave Sattler	February 2022	2	January 2027
Secretary	Nick Schenkel	February 2023	1	January 2028
Treasurer	Lorita Bill	February 2021	3	January 2026

TCHA COMMITTEES – 2023

* indicates Chair or Co-Chair

Standing Committees

Executive Committee

Board President *
Board Vice President
Board Treasurer
Board Secretary
Chair of the Budget, Finance, and Risk Management Committee

Collections Committee

<u>Board and Staff:</u>	Quentin Robinson	Rick Conwell
Kelly Lippie *	Nick Schenkel	Carolyn O’Connell
Kevin Cullen	Marsha Selmer	Mary Springer
Trey Gorden	<u>Other Members:</u>	
Amy Harbor	LA Clugh	

Facilities Committee (formerly the Buildings & Grounds Committee)

Pete Bill *	Del Bartlett	Kevin Cullen
Walt Griffin *	Lorita Bill	Kelly Lippie
Colby Bartlett	Jeff Burnworth	Marsha Selmer

Finance, Budget, and Risk Management Committee

Lorita Bill*	Jeff Schwab	Todd White
Julie Byers	John Thieme	

Nominating Committee

Quentin Robinson *	Colby Bartlett	
--------------------	----------------	--

Other Committees

Development & Membership Committee

Pete Bill *	Del Bartlett	Kelly Lippie
Brooke Sauter *	Jeff Burnworth	Dave Sattler

Employee Benefits Committee

Board President *	Lorita Bill	<u>Other Members:</u>
Chair Budget Cmte	Walt Griffin	TCHA Director (non-voting)
Treasurer	Todd White	Insurance Rep (non-voting)

Feast Committee

Leslie Martin Conwell *	Dan Alford	Mary Fisher
Jeff Schwab *	Sara Bartlett	Mike Geyer
<u>Board and Staff:</u>	Di Begley	Brian Hawn
Pete Bill	Mac Bellner	Erin Hicks
Jeff Burnworth	Terry Clark	Jeff Hockstra
Kelly Lippie	David Conner	Erika Kvam
<u>Other Members:</u>	Barb Deaton	Robert Leavitt

Randy Lower
Matt Riebsomer
Sheri Sondgerath
Jason Stanfield

Scott Stambaugh
Linda Swihart
Brian Wagner
Andy Wall

Jeni Watkins
Joyce Wiegand
Bill Young
Jan Young

Historic Markers Committee

Leslie Martin Conwell *
Del Bartlett
Julie Byers

Nick Schenkel
Other Members:
Duane Mantick

Stewart Schreckengast

Lafayette Bicentennial Publications Committee

Board and Staff:
David Hovde *
John B Norberg *
Pete Bill
Amy Harbor
Kelly Lippie

Quentin Robinson
Brooke Sauter
Jeff Schwab
Other Members:
Mary Anthrop

Carol Bangert
Joan Briller
Joseph Briller
Tom Turpin

Ouiatenon Preserve Committee

Kory Cooper *
Del Bartlett

David Hovde
Other Members:

Leslie Martin Conwell
Colby Bartlett (non-voting)

Program Advisory Committee

Jeff Schwab*
Pete Bill
Walt Griffin

Amy Harbor
David Hovde
Quentin Robinson

Other Members:
Leslie Martin Conwell

Publications Committee

David Hovde*
Dave Sattler

Colby Bartlett

Trey Gorden

* - The Board President is an ex-officio member of all committees