

Tippecanoe County Historical Association Board of Governors Meeting

Mission: To enrich the lives of Tippecanoe County residents and visitors by collecting, preserving, and interpreting our unique and exciting history

AGENDA 5:15 PM, October 26, 2021 HYBRID MEETING – IN PERSON and ZOOM

Members of the Board (total: 22 – quorum: 11)

Jeff Schwab – President*	Julie Byers	Quentin Robinson
Erika Kvam – Vice President*	Kevin Cullen	Dave Sattler
Lorita Bill – Treasurer*	Walt Griffin	Annie Hatke Schap
H. Kory Cooper – Secretary*	Ron Halsema	Preston Smith
Colby Bartlett	David Hovde	John F. Thieme
Del Bartlett	Zula Kress	Todd White
Pete Bill	Dale Krynak	
Jeff Burnworth	Ken Moder	

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/.....>” 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://zoom.us/j/92711923227?pwd=aUpEcDNZVzZ6MGlhNkdRcmJBQXk4UT09>

Meeting ID: 927 1192 3227

Passcode: 083295

One tap mobile

+13017158592,,92711923227#,,,*083295# US (Washington DC)

+13126266799,,92711923227#,,,*083295# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)
Meeting ID: 927 1192 3227
Passcode: 083295
Find your local number: <https://zoom.us/j/92711923227>

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

- Tuesday, November 16th, 2021 (3rd Tuesday of the month)
- Tuesday, December 14th – Budget meeting (2nd Tuesday of the month)

AGENDA

- Call to order
- Minutes from September 28th, 2021 Board meeting – *Pages 5-7*
- Officer's reports and business
 - President – *Page 8*
 - Change to Mission Statement (Tabled)
 - Annual Evaluation of Operations Manager
 - Insurance Review Committee
 - Nominations for 2022
 - Annual Meeting February 5, 2022?
 - Vice President
 - Treasurer
 - Account balances (cash balance) – *Pages 9-10*
 - Secretary
- Contracts – Del Bartlett
 - Battleground Lease with Parks Board
 - Supplemental Agreement with OPI – being reviewed by exec and OP Committee
 - Glenn Black Laboratory Collection Ownership
 - MOU with Sportsman Club – *Pages 11-12*
- Finance, Budget, and Risk Management Committee – Lorita Bill – *Page 13*
 - Next Meeting - November 29, 2021 5:15pm
- Operations Manager report – Leslie Martin Conwell – *Pages 14-15*
 - Feast sponsorships- First Farmers Bank gave \$2500; SIA gave \$3500; Visit Lafayette-West Lafayette gave \$5000. Combined, these put us \$3000 over what had been budgeted for Feast sponsorships.
 - KUDOS TO THE STAFF for all of their work to help TCHA continue to meet our mission while keeping finances in the black until we could have the 2021 Feast!
- Battleground Museum report – Trey Gorden – *Page 16*
 - Visitor numbers are still down in comparison with 2019, though they're much higher than last month.
 - We're still putting things back in order from Feast as of this writing, though we're likely to be done by the time of the meeting
 - Feast mugs sold well — all were gone by the end of Feast.
- Membership – Kelly Lippie – *Page 17*
 - Feast Membership Tent: 10 total memberships purchased, 6 renewals and 4 new memberships. 1 new membership purchased online during the Feast weekend. Quiatenon-inspired bowl awarded to a senior couple renewal. Approximately 20 members (and families) visited the tent during the Feast.
 - Articles for next newsletter due by December 3 or before.
- Collections Committee – Kelly Lippie – *Page 18*
- Library Report – Amy Harbor – *Page 19*

- Programs – Leslie Martin Conwell – *Page 20*
 - The program committee, in conjunction with the bicentennial events committee, hopes to have a final program schedule of events in place by December 15.
 - The program committee is incorporating bicentennial focused events into the 2022 program schedule.
- Feast report – Leslie Martin Conwell – *Page 21*
 - 2021 Feast attendance was 43,759. Average Feast attendance is 40,000
 - Feast gross income is slightly below 2019 Feast income (attendance in 2019 was 46,840).
 - 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.
- Notes from Committees
 - Ouiatenon Preserve Committee – H. Kory Cooper
 - Facilities Committee – Walt Griffin/Ron Halsema
 - Development & Membership Committee –Dale Krynak/Ken Moder – *Pages 22-23*
 - Lafayette Bicentennial Event Committee – David Hovde – *Page 24*
 - Publications – David Hovde
- Any Other Business

END AGENDA

Minutes for September 28, 2021
TCHA Board of Governors Meeting
In Person at the History Center and Zoom Meeting
H. Kory Cooper

- Call to order
5:16 meeting called to order
- Minutes from August 24th, 2021 Board meeting – *Page 5-8*
Trey – Name of new display is John ? Woodworker
- Officer's reports and business
 - President – *Page 9*
 - **Change to Mission Statement (Tabled) Tabling discussion of change to mission statement until next month.**
 - Vice President
 - Treasurer
 - *Accounts balance (cash balance) – Pages 10-11*

Decrease July to August of \$2,000. Still up from last years' August - \$127k. So far September we are up in cash, even with carpet deposit of \$11,300. Expecting another check from insurance for carpet. Trust distribution. Plus \$15k for operating grant. Payables up due to Feast expenses. Payroll all paid up til October. Purchase orders = \$9,000 at Battleground. Comparing August to budget – approximately on budget for the month.

- Secretary
- Contracts – Del Bartlett
 - Battleground Lease with Parks Board
 - Supplemental Agreement with OPI – being reviewed by exec and OP Committee

MOA with Sportsman's club. Where is it? OPI addendum currently waiting on input from Exec.

- Glenn Black Laboratory Collection Ownership
- Finance, Budget, and Risk Management Committee – Lorita Bill
 - Next Meeting - October 18, 2021 5:15pm
- Operations Manager report – Leslie Martin Conwell – *Pages 12-13*
 - Auditorium carpet is ordered but is delayed due to supply chain issues. Install projected for mid-November.
 - The majority of my time is focused on the implementation of the 2021 Feast, scheduled for October 9-10. The Feast provides, on average, 68% of TCHA's annual operating income. Please be cognizant and respectful of the Feast demands on other staff, as well.

PPP Loan forgiven in full, plus grant. Boiler passed inspection, good for another 2 years. Blue Fox repaired AC. Mulhaupts still working on smoke alarm, problem with low batter signals. Evidently this system has problems. 50% downpayment on carpet, due to supply, bumped back into November. Public Engagement – big strides in diversity outreach. Especially African-American community. Tours. Staffing stretched to the limit through Feast and wrap-up.

- Battleground Museum report – Trey Gorden – *Page 14*
 - Visitor numbers are down in comparison with 2019.
 - Feast preparation underway. We lost our Feast Assistant to an illness in her family and Rick has stepped in.
 - Feast mug is in production and the potter expects delivery by October 4. T-shirts have been delivered and we are sorting them for delivery to our booths.

Numbers of visitors down 300. But WO training tour went well. Grossed \$2700 that day. Feast prep – lost feast assistant amelia family illness. Looking for someone to help out, paid position. Feast mugs are done. Looks great. Amy question about Eagle exhibit? Press coverage? Social media post but no mention of TCHA.

- Membership – Kelly Lippie – *Page 15*
 - -Member Newsletter, Issue 3 for 2021 was emailed out in mid- September. Material for next issue due December 3.

Member feast tickets have gone out, and newsletter. Next issue due Dec 3rd. Membership tent for feast is moving along. Hovde making a Ouatienon pottery piece – membership lottery. At Lation fest on Saturday good exposure for TCHA.

- Collections Committee – Kelly Lippie – *Page 16*
 - Volunteers have finished construction on the Eagle exhibit at the Battlefield. The park staff moved the eagle in.

George Winter exhibit in November for commemoration and through winter. Feast school days taking attention right now. Talk to Kiwanis. Met with new director of African American studies program (Cornelius Bynum) – scavenger hunt.

- Library Report – Amy Harbor – *Page 17*
 - Ten volunteers are currently working on projects in the library

Getting lots done with volunteers.

- Programs – Leslie Martin Conwell – *Pages 18-20*
 - Diversity Outreach- Diane Hunter of the Myaamia (Miami) Nation, a federally recognized tribe, is coming Saturday, November 20 to do a program on the Myaamia historical view on Ouatienon and Tippecanoe County. The program will be at the History Center and will include an exhibit of George Winter watercolors Diane selects with Kelly's assistance.
 - Diversity Outreach- Jos Hollman, Director of the Tippecanoe County Library, is doing a program on Sterling McElwaine of Lincoln School on November 12 at 7 PM at the History Center. The local DAR chapter will be assisting with the program.
 - The program committee, in conjunction with the bicentennial events committee, hopes to have a final program schedule of events in place by December 15.

October 9th street hill. Program canceled. Presenter wanted guaranteed crowd. Kory asked question about expected crowd size.

- Feast report – Leslie Martin Conwell – *Page 21*
 - Participant registration numbers are at 80% of a normal year. We are pleased with this high registration number.

Ticket sales going well. Lost some food booths, normal. Gun Lake Band Potawatami program on Native Women. Pre-event media. Need volunteers to cover West Gate at Feas?.

- Feast staff and committee members have met with community officials numerous in regards to COVID response and we have incorporated their suggestions.
- Many volunteers are still needed.
- Notes from Committees
 - Ouiatenon Preserve Committee – H. Kory Cooper

Trails grant and moving plaque

- Facilities Committee – Walt Griffin/Ron Halsema
- Development & Membership Committee –Dale Krynak/Ken Moder – *Page 22*
- Lafayette Bicentennial Event Committee – David Hovde
- Publications – David Hovde
- Any Other Business

President's Report
Jeff Schwab
October 2021

- **Change to Mission Statement (Tabled)**

After discussion at the retreat, it was recommended that we change our mission statement as follows:

To Enrich the Lives of Tippecanoe County Residents and Visitors by collecting, preserving, and **interpreting** our unique and **exciting diverse** history

Alternatives to the word "interpreting" that were suggested include:

- Awareness – learning
- Displaying
- Sharing
- Presenting
- Analysis
- Promote
- Advancing
- Promote Understanding
- Research
- Investigate
- Discover

- Annual Evaluation of Operations Manager
 - Looking for volunteers to help on a short term task force (Erika will chair)
- Insurance Review Committee
 - Committee to start meeting in November (confirm interest, add any new members)
- Nominations for 2022
 - Current board members interested in re-election
 - Possible new board members?
 - Eventual officer nominations
- Annual Meeting February 5, 2022?
 - Proposed date, in person at history center

**Treasurer's Report
Lorita Bill
October 2021**

Change from Last Month	9/30/2021	8/31/2021	Change from Last Month	Significant Transactions
Bank Accounts				
1000 Petty Cash	513.25	511.25	2.00	
1010 First Merchants Checking	146,836.54	127,372.07	19,464.47	
1011 PayPal	-	-	-	
1015 Emergency Maintenance Fund	5,890.71	18,000.33	(12,109.62)	Carpet payments
1025 History Center Restricted Account	12,954.97	12,954.86	0.11	Interest
1027 Ouiatenon Preserve Account	65,022.77	65,120.37	(97.60)	Internet and Electric
1045 Feast Rainy Day Account	50,004.97	50,004.56	0.41	Interest
Total Change in Cash	281,223.21	273,963.44	7,259.77	
			-	
1150 Undeposited Funds	102.07	267.32	(165.25)	
2000 Accounts Payable	(29,168.85)	(4,074.97)	(25,093.88)	
2005 Lafayette Bank and Trust Visa	(2,498.08)	(12,472.10)	9,974.02	
Cash less AP and Credit Cards	249,658.35	257,683.69	(8,025.34)	
Change from Last Year	9/30/2021	9/30/2020	Change from Last Year	
Bank Accounts				
1000 Petty Cash	513.25	585.00	(71.75)	
1010 First Merchants Checking	146,836.54	67,192.36	79,644.18	
1011 PayPal	-	-	-	
1015 Emergency Maintenance Fund	5,890.71	8,882.71	(2,992.00)	
1025 History Center Restricted Account	12,954.97	12,948.66	6.31	
1027 Ouiatenon Preserve Account	65,022.77	25,642.23	39,380.54	
1045 Feast Rainy Day Account	50,004.97	50,020.01	(15.04)	
Total Change in Cash	281,223.21	165,270.97	115,952.24	
1150 Undeposited Funds	102.07	-	102.07	
2000 Accounts Payable	(29,168.85)	(7,404.51)	(21,764.34)	
2005 Lafayette Bank and Trust Visa	(2,498.08)	(2,376.91)	(121.17)	
Cash less AP and Credit Cards	249,658.35	155,489.55	94,168.80	

Change for Current Month So Far	9/30/2021	10/22/2021	Change from 9/30/2021	
Bank Accounts				
1000 Petty Cash	513.25	513.25	-	
1010 First Merchants Checking	146,836.54	528,540.45	381,703.91	
1011 PayPal	-	51,345.88	51,345.88	
1015 Emergency Maintenance Fund	5,890.71	20,890.71	15,000.00	Received last insurance check
1025 History Center Restricted Account	12,954.97	12,959.97	5.00	Transfer to avoid service charge
1027 Ouiatenon Preserve Account	65,022.77	83,328.77	18,306.00	Received USDA annual funds \$18,376
1045 Feast Rainy Day Account	50,004.97	50,024.97	20.00	Transfer to avoid service charge
Total Change in Cash	281,223.21	747,604.00	466,380.79	
1150 Undeposited Funds	102.07	119.55	17.48	
2000 Accounts Payable	(29,168.85)	(89,112.48)	(59,943.63)	
2005 Lafayette Bank and Trust Visa	(2,498.08)	(47.25)	2,450.83	
Cash less AP and Credit Cards	249,658.35	658,563.82	408,905.47	

MEMORANDUM OF UNDERSTANDING

Comes now Tippecanoe County Historical Association, an Indiana Not for Profit Corporation, The Archaeological Conservancy, a California Not for Profit Corporation, and Ouiatenon Preserve, Inc., an Indiana Not-for-Profit corporation, by their authorized officers, (hereinafter TCHA/TAC/OPI), and comes also Ouiatenon Sportsmen's Club, an Indiana Not for Profit Corporation, (hereinafter referred to as OSC), by its authorized officer; and

WHEREAS, OSC and TCHA/TAC own contiguous parcels of real property in Wabash Township, Tippecanoe County, Indiana; and

WHEREAS, OSC uses its real property sometimes referred to as the Island, primarily for outdoor recreational use while TCHA/TAC's real property is an archaeological and nature preserve subject to recorded archaeological and nature easements restricting certain activities thereon, which real property is leased to OPI; and

WHEREAS, OPI, as tenant on the real property owned by TCHA/TAC, is responsible for maintenance, development, interpretation and security of the archaeological and nature preserve referred to above; and

WHEREAS, OSC has the use and enjoyment of a legally described recorded easement for ingress and egress over the land owned by TCHA/TAC; and

WHEREAS, the parties wish to create a memorandum reflecting their mutual understanding of rights and responsibilities respecting the use of their respective lands; now

THEREFORE, the parties for mutual valuable consideration received and promised herein do agree as follows:

1. The above preamble shall be incorporated into the text of this agreement by reference (H.I.).
2. OSC may, where possible, mow vegetation within ten (10) feet from the centerline along the entire length of its easement between South River Road and the southern TCHA/TAC property boundary.
3. OSC may supplement and grade the crushed stone easement drive between South River Road and the southern TCHA/TAC boundary which is the OSC northern boundary.
4. OSC covenants that it will not conduct or allow any off road activities which might result in trespass or disturbance of the soil upon the real property of TCHA/TAC.
5. OSC covenants that it will neither erect nor allow to remain, tree stands or hunting blinds upon the real property owned by TCHA/TAC nor allow firearms activities that will result in the fall of shot upon the real property of TCHA/TAC.
6. TCHA/TAC covenant that they will conduct activities upon their parcels as not to interfere with OSC's access and right to use and enjoyment of their parcel of real property.
7. The parties agree to consult and advise prior to undertaking improvements contemplated in paragraph 3 above prior to commencement of such activities.
8. The parties covenant not to remove, move or disturb any survey monuments located along the common boundary of their respective real property.

AGREED TO THIS _____ day of September, 2021.

Officer, OSC

Officer, TCHA

Officer, TAC

Officer, OPI

Suggestions from Colby Barlett:

Would suggest adding “hunting and target practice” along with firearm activities and “projectiles” with shot...so the we cover archery as well and other types of firearm projectiles besides shot.

And to not fire firearms or bows on or towards our property unless an adequate backstop is present.

Add “any activity” with “off road activity”

Might want to consider language which makes it more clear their members should not be on Preserve property at all...without notice and permission, except for the lane they have an easement for.

Budget and Finance Committee Report October 2021

The Budget and Finance Committee meet on October 18, 2021. We reviewed financial results and comparisons to budget through September 30. No major surprises or budget short falls were noted. I provided investment statements through the second quarter 2021. The rest of the meeting was mostly focused on the 2022 budget including adding back services that we cancelled during the pandemic, maintenance contracts for the heating and air systems, creating a new membership category for the cities and the county, repair and maintenance, rentals of the History Center, membership, and fundraising expenses. Some of these items will be discussed in various committees as we plan for 2022. The staff will also be consulted to ensure they have the resources they need.

Operations Manager Report
Leslie Martin Conwell
October 2021

- Feast sponsorships- First Farmers Bank gave \$2500; SIA gave \$3500; Visit Lafayette-West Lafayette gave \$5000. Combined, these put us \$3000 over what had been budgeted for Feast sponsorships.
- KUDOS TO THE STAFF for all of their work to help TCHA continue to meet our mission while keeping finances in the black until we could have the 2021 Feast!

Grant follow-up and donations:

- The Amazon smile account for TCHA is set up, so please choose TCHA to benefit from your purchases. In order to do this, you must go to [amazonsmile.com](https://www.amazon.com/smile).
- Feast sponsorships- First Farmers Bank gave \$2500; SIA gave \$3500; Visit Lafayette-West Lafayette gave \$5000. Combined, these put us \$3000 over what had been budgeted for Feast sponsorships.
- I did a media release for local media, an electronic mailing to the membership, and Facebook posts announcing TCHA had been selected to receive the maximum award, \$15,000, from Indiana Humanities for the American Rescue Plan grant. WLFI interviewed me for a story on the grant which will air 10/25.
- The Development and Membership committee's recent efforts to focus on fundraising, annual appeal strategies and cultivation of community contacts and donors are appreciated, as is their participation in development and fundraising webinars.
- The Development and Membership committee is following the grant timeline below in seeking opportunities for funding. Please let us know if you hear of any other opportunities:
 - SIA Foundation grant- deadline September 30- Library volunteer Mary Springer completed an application, with Jeff and Kelly's assistance. The grant request submitted focused on new computers for the library.

Facilities:

- Roof- History Center- still looking at funding solutions with the Development and Membership committee.
- Boiler- the History Center boiler has been inspected and it passed. The next inspection is due September 2023.
- Auditorium carpeting is expected to arrive in mid-November.
- Staff and volunteers are currently cleaning Arganbright, the Battlefield Museum, and the History Center on a weekly basis.
- Merry Maids is getting us a quote for bi-weekly cleaning of Arganbright, the History Center, and the Tippecanoe Battlefield Museum. Funds received from the Indiana Humanities ARP grant will help cover the cost of this service.
- Blue Fox did a fall check on Arganbright and the History Center heating systems to make sure things were in good working order for the winter heating season.
- I was able to negotiate a lower rate with Republic Services for trash pickup at the History Center.
- Mulhaupt's thinks that all of the issues we've had at the History Center with their new smoke alarm system is primarily due to low wifi signal in the basement. I am working with Jeff Schwab on this.
- "The Gathering" church group will begin renting the History Center auditorium Sundays from 10-1 beginning December 1. This will generate \$600 a month in revenue.

- A Girl Scout group is renting the History Center banquet hall for \$150.00 the first weekend of December.
- Jeff Burnworth is having his wedding October 30 at the History Center. Congratulations, Jeff!

Public engagement:

- Recent diversity efforts include TCHA's participation at the Tippecanoe Latino Festival, with an informational table manned by Curator Kelly Lippie; work with the Black Pastor Alliance on program planning; conversations with the federally recognized Myaamia (Miami) about a program November 20; and a multi-organization effort, chaired by Dr. Cornelius Bynum, head of African American studies at Purdue, to work on educational outreach to area students about African American history in Tippecanoe County. Partners in this project include the Tippecanoe County Public Library, the West Lafayette Public Library, Purdue University African American studies department, Purdue archives, and TCHA.
- Numerous posts made to social media, including creating Facebook events, updating the website, and Ouiatenon artifact photos.
- The Bicentennial events committee and the Bicentennial publications committee have been active in getting organized and generating ideas for the coming celebration of City of Lafayette Bicentennial (2025) and Tippecanoe County Bicentennial (2026).
- Several board members, staff, and volunteers have initiated work on an oral history community project centered on the impact of the COVID pandemic on the county.
- I attend the Directors Roundtable monthly meetings, which are helpful for the exchange of ideas.
- The Civil War Roundtable group is hosting their monthly meetings at the History Center.

Staffing:

- Staff evaluations will begin in November.
- KUDOS TO THE STAFF for all of their work to help TCHA continue to meet our mission while keeping finances in the black until we could have the 2021 Feast!

Tippecanoe Battlefield Museum and History Store Report
Trey Gorden
October 2021

- Visitor numbers are still down in comparison with 2019, though they're much higher than last month.
- We're still putting things back in order from Feast as of this writing, though we're likely to be done by the time of the meeting
- Feast mugs sold well — all were gone by the end of Feast.

Our visitor numbers this month are still low compared with 2019. From September 21 until October 20, we had 1097 visitors. This is way up from last month's 746 visitors, but compared to the same period in 2019, we're down by 273 people. This still represents an improvement, though, compared to last month's difference.

We're still getting the museum back to normal after Feast, though publically visible signs of that are now gone — the gun room opened to the public again on the 22nd.

Our first mug collaboration with potter Diana Couk May was a great success. The mugs sold exceedingly well — all were gone by the end of Feast. Diana and I are expecting to collaborate again next year, incorporating lessons learned for an even better year. Regular T-shirts sold out, but because of the high temperatures we still have quite a few sweatshirts and long-sleeved t-shirts left over.

Membership Report
Kelly Lippie
October 2021

- Feast Membership Tent: 10 total memberships purchased, 6 renewals and 4 new memberships. 1 new membership purchased online during the Feast weekend. Quiatenon-inspired bowl awarded to a senior couple renewal. Approximately 20 members (and families) visited the tent during the Feast.
- Articles for next newsletter due by December 3 or before.
- Invitation to Donor-level members Sustaining-Treasure to tour the collections garnered 0 responses. Patrons will be invited to schedule a tour after Kelly returns from vacation. Note: A behind-the-scenes tour is a perk of all donor-level memberships.

Membership Level	Renewal Period	Total as of Aug. 20	Total as of Sept. 24	Total as of Oct. 22
Individual (\$35)	Annual	34	37	41
Senior Individual (\$30)	Annual	64	67	69
Senior Couple (\$40)	Annual	70	76	78
Family (\$50)	Annual	54	54	56
School/Club (\$100)	Annual	1	1	0
Patron (\$100)	Annual	51	50	49
Sustaining (\$250)	Annual	19	20	18
Benefactor (\$500)	Annual	2	3	2
Treasure (\$1,000)	Annual	2	2	2
Lifetime	Lifetime	62	60	60

Total members as of October 22, 2021: **375 Members**

TCHA Collection Department Report

Kelly Lippie

October 2021

- Work continues at History Center to restore basement storage system and re-pack paintings. Boxes (large than a document box) and packing materials like bubble wrap or butcher paper (no packing peanuts, styrafoam or air bags) needed. Bring to Arganbright or History Center. Many artifact boxes are compromised due to the humidity and need to be replaced.
- Small George Winter exhibit planned in the temporary display cases at the Battlefield for November. Will open for Commemoration event. Also working with Miami to have some George Winter art on exhibit for her presentation at the History Center.
- Students continue work on the Ouatienon archaeology for the fall semester.
- Volunteers continue project in cataloging photographs, medal, pins & badges, scanning photographs, and books.
- Coordinated Feast School Day event by taking reservations, communicating with schools, creating map and program, ordering pizzas for participants.
- Met with Director of African American Studies at Purdue regarding research for a community Scavenger Hunt.
- 2 loan items at the Tippecanoe Battlefield are up for renewal in November and the notice has been sent out. We anticipate the artifacts will be renewed for another year.
- A couple visited to view the Frances Slocum oil painting (decendent).
- Angie Klink in to research A.C. Arnett for clinic's upcoming anniversary book.

Collections Committee- No meeting held in October due to Feast preparations. Next meeting scheduled for November 10th.

**Library Report
Amy Harbor
October 2021**

- **We are having a very good month financially. We've already taken in over \$800 with 25 transactions. About half of that is feast tickets, but it's still good, nonetheless. One researcher ordered \$100 worth of scanned documents, and another visitor made a \$100 donation.**
- **In person visits have been average, with 11 visitors so far this month**
- **We've had 15 email questions and genealogy requests.**
- **We still have 10 regular volunteers working on projects in the library. Some are doing work at home as well, one nice remnant of the pandemic.**

Programs Report
Leslie Martin Conwell
October 2021

Programming update:

- Diversity Outreach- A multi-organization committee has been formed to create educational tours for students, highlighting significant African American historical sites in Tippecanoe County. The committee is chaired by Dr. Cornelius Bynum, Chair of African American studies in the history department at Purdue. TCHA collections and archives will be utilized.
- Diversity Outreach- Diane Hunter of the Myaamia (Miami) Nation, a federally recognized tribe, is coming Saturday, November 20 to do a program on the Myaamia historical view on Ouiatenon and Tippecanoe County. The program will be at the History Center and will include an exhibit of George Winter watercolors Diane selects with Kelly's assistance.
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- The program committee, in conjunction with the bicentennial events committee, hopes to have a final program schedule of events in place by December 15.
- The program committee is incorporating bicentennial focused events into the 2022 program schedule.

Upcoming 2021 Programs

"La Veille du Diable et Toussaint- An 18th Century Halloween"

*Presented by French living history reenactors, Saturday, November 6, 10 AM – 4 PM, * Fort Ouiatenon. Sponsored by Le Compagnie Des Beaux Eaux.*

"Divided Paths"

*Presented by Angie Klink, Wednesday, November 10, 6 PM – 7 PM, *Hybrid program- In person and via Zoom, the History Center. Sponsored by the National Group.*

"Sterling R. McElwaine, African American Leader in Education"

*Presented by Jos Holman, County Librarian, Friday, November 12, 7 PM, *Hybrid program- In person and via Zoom, the History Center. Co-Sponsored with the General de Lafayette Chapter, Daughters of the American Revolution.*

"Battle Commemoration at the Tippecanoe Battlefield"

*Presented by living history reenactors and the American Legion Post 11, Saturday, November 13, 10 AM – 4 PM, *Tippecanoe Battlefield Museum. Sponsored by the American Legion Post 11.*

"Tippecanoe County History from the Perspective of the Miami (Myaamia) Nation"

*Diane Hunter, Miami Nation Tribal Historic Preservation Officer, Saturday, November 20, 2 PM, *Hybrid program- In person and via Zoom, the History Center. There will also be an exhibit of George Winter paintings from the TCHA collections at this program.*

Feast of the Hunters' Moon
Leslie Martin Conwell
October 2021

- 2021 Feast attendance was 43,759. Average Feast attendance is 40,000.
- Feast gross income is slightly below 2019 Feast income (attendance in 2019 was 46,840).
- 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.

Thank you to the Feast Steering Committee for their assistance in planning the 2021 Feast; the TCHA board and staff for their work and support; and to Jeff Schwab, TCHA's board president and Feast chairman, for his herculean efforts to bring the Feast back form after a two year absence due to COVID.

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.

Thank you to Colby Bartlett for arranging the visit of the new Consul General of France for the Midwest. Mr. Tagand wrote to me after the Feast to say how much he and his family enjoyed their visit.

Media efforts appear to have been successful.

Special recognition should go to Jason Stanfield, Feast foods chairman and CPA, for the outstanding work he did in handling food supply chain issues. His efforts helped insure that TCHA and the food booths would make as much money as possible.

This was the fastest grounds cleanup effort I have ever seen, thanks to the Purdue Crew, parks department, staff, and volunteers. There was virtually no damage done to the park grounds.

Other Committee Reports October 2021

- Development & Membership Committee

An Annual Appeal Letter

Narrative: The Feast preparation has occupied many Board members' minds with a focus on raising operating monies. In turn, TCHA needs to reduce reliance upon the Feast. An idea was expressed to the D & M Committee by Leslie at the September meeting to consider an annual appeal letter this year. The original thought was to create an "ask" for *other than* operating monies, to add to the endowment. An action plan was created to determine whether feasible.

Key Criteria: 1. Identify a Target Group to Receive a Mailer 2. Hold Costs But Use Color 3. Do Not Be Fancy 4. Complete the Project – that is, Mail the Appeal Letter – by November 15.

Construction of the Letter: This annual appeal letter as priced will contain *4 parts*. These are:
 1) an envelope to be mailed,
 2) an envelope to be returned,
 3) a 2-sided letter addressed to a recipient,
 4) a "keepsake" book mark, printed on both sides (side two will have the 2021 list of events, plus a list of probable 2022 programs).

Success Factors: 1) Receive more monies than the costs of production and mailing 2) Learn first hand about direct mail appeals 3) Create more area awareness about TCHA (emphasize benefits in the content of the letter).

Projected Costs: Based Upon 1000 pieces

1) Mailer envelope (going out)	\$ 232.00
2) Return Envelope (coming back)	153.00
3) Bookmark (2 sided, with color on one side)	143.00
4) Letter (2 sided)	482.00
5) A Personalized Letter (w/ Variable Data)	add 68.00
6) Mailing Lists	
- Internal addresses (from 300 to 400*)	0
- Purchase List of Names (750 names**)	254.00
7) Mailing Services (preparation by National Group)	493.00
8) Postage (measured by weight of zip code delivery)	600.00

Projected Total Cost without purchased names **\$2103.00** (add \$68.00)

Projected Total Cost with purchased names **\$2357.00** (add \$68.00)

- Use internal newsletter names ** List criteria is arbitrary: identified all area zip codes plus range of 250 miles, head of household, owe \$25,000 or less mortgage, \$500,000.00 net worth

Special Note: We expect natural hesitation in committing to an appeal, as some will say we need to employ a copy writer and design team. Thus, more costs plus time. We disagree as there are recognized talents already on-Board that can craft a strong but positive message. In addition, the National Group has a lot of TCHA artwork in files, and can easily draw upon them. We also recognize a risk in an expense that might not merit much of a return. However, that needs to be a Board meeting discussion point.

Action Requested: As a member of the D&M Committee, please vote a simple YES or a simple NO, for this project to be recommended to the Board to further consider and fund and complete by November 15, 2021. Please vote by Thursday, October 21, EOB, by sending an e mail to Ken or myself. Please ask us any questions beforehand, as they arise. **A non-response will be considered a YES vote to recommend the project.**

If we receive more Yes responses than No responses, we will recommend that this project be placed on the Board agenda for next week, and that if approved by the Board, that a small group be named by the President to move ahead in a timely and expeditious fashion.

The Committee's duty will have been completed.

As Co-Chairs, we thank you for your review and consideration.

Ken

Dale

1. What is the basis for the appeal in other words, what is the pitch that is going to be made to recipients of the appeal? What is the recipient going to accomplish for the "greater good" by contributing to this appeal? Or, simply put, what in the pitch is likely to tip them to donating to the TCHA organization as opposed to the others (organizations) who are currently sending out their annual or year-end appeals. Are we offering a generic "please give" or offering multiple funds or projects to which a donor might choose to give: e.g., strengthening our future through an endowment fund donation preserving our history with a collections fund donation reaching out to share our history with the community through a programs-support fund help TCHA acquire some needed piece of equipment through a donation to a special projects fund etc. Not saying to go one way or the other, but this is something that should be thought through before we construct "the letter".
2. What is the criteria for selecting to whom this appeal is going to go? People with money to contribute only contribute to organizations that perform functions that they endorse or personally relate to. There needs to be some thought put into how potential recipients of the appeal are chosen and the rationale that makes them potentially more likely to donate than other folks.
3. What is the thinking behind the use of the bookmark? Does it fit with your targeted demographic for the appeal? In other words, are the people you are sending this appeal to likely to actually use/appreciate a free bookmark.
4. What is the target goal for the projected number of responses, average donation amount, and total amount donated? In other words, describe the business plan for this appeal. We've outlined the expenses ... what is the other side of this projected ledger to see if the income theoretically could justify the expense.

- Lafayette Bicentennial Event Committee

The Bicentennial Events Committee recently met and will begin the process of selecting topics for the book. The upcoming meeting on November 2nd will select topics for the first fifty years (1825-1875) of Lafayette and Tippecanoe County history. The process of contacting potential publishers is ongoing.

BOARD OF GOVERNORS TERMS (3 Year Terms)

Name	Term Ends (Annual Mtg. Jan/Feb)
Colby Bartlett	December 2023 (January 2024)
Del Bartlett	December 2021 (January 2022)
Lorita Bill	December 2023 (January 2024)
Pete Bill	December 2022 (January 2023)
Jeff Burnworth	December 2023 (January 2024)
Julie Byers	December 2021 (January 2022)
H. Kory Cooper	December 2021 (January 2022)
Kevin Cullen	December 2023 (January 2024)
Walt Griffin	December 2022 (January 2023)
Ron Halsema	December 2021 (January 2022)
David Hovde	December 2022 (January 2023)
Zula Kress	December 2021 (January 2022)
Dale Krynak	December 2023 (January 2024)
Erika Kvam	December 2023 (January 2024)
Ken Moder	December 2021 (January 2022)
Quentin Robinson	December 2021 (January 2022)
Dave Sattler	December 2023 (January 2024)
Annie Hatke Schap	December 2021 (January 2022)
Jeff Schwab	December 2021 (January 2022)
Preston Smith	December 2021 (January 2022)
John Thieme	December 2022 (January 2023)
Todd White	December 2021 (January 2022)

2021 OFFICERS OF THE BOARD (1 Year Term, not more than 5 consecutive terms)

Position	Name	First Term Began	Term Number in 2020	Re-election eligibility ends
President	Jeff Schwab	February 2021	1	January 2026
Vice President	Erika Kvam	February 2020	2	January 2025
Secretary	H. Kory Cooper	February 2021	1	January 2026
Treasurer	Lorita Bill	February 2021	1	January 2026

TCHA COMMITTEES – 2021

* indicates Chair or Co-Chair

Executive Committee

Board President *

Board Vice President

Board Treasurer

Board Secretary

Chair of the Budget, Finance, and Risk Management Committee

Nominating Committee

Quentin Robinson *

Preston Smith

Colby Bartlett

Finance, Budget, and Risk Management Committee

Lorita Bill*

Ken Moder

John Thieme

Julie Byers

Jeff Schwab

Todd White

Facilities Committee (formerly the Buildings & Grounds Committee)

Walt Griffin *

Jeff Burnworth

Dale Krynak

Ron Halsema *

Kevin Cullen

Kelly Lippie

Colby Bartlett

Amy Harbor

Collections Committee

Kelly Lippie *

Rick Conwell

Carolyn O'Connell

Pete Bill

Kevin Cullen

Quentin Robinson

Lorita Bill

LA Clugh

Mary Springer

Leslie Conwell

Amy Harbor

Marsha Selmer

Ouiatenon Preserve Committee

Kory Cooper *

Leslie Martin Conwell

Colby Bartlett – non-voting advisor

Del Bartlett

David Hovde

Development & Membership Committee

Dale Krynak *

Jeff Burnworth

Leslie Martin Conwell

Ken Moder *

Erika Kwam

Dave Sattler

Pete Bill

Kelly Lippie

Program Advisory Committee

Leslie Martin Conwell*

David Hovde

Quentin Robinson

Walt Griffin

Zula Kress

Annie Schap

Publications Committee

David Hovde*

Colby Bartlett

TCHA Foundation Board Liaison

Del Bartlett

Continued next page

Insurance Review Committee

Board President *
Chair Budget Cmte
Treasurer
Lorita Bill

Walt Griffin
Ken Moder
Jeff Schwab
Todd White

Phil Tucker (non voting)
Leslie Martin Conwell (non voting)

Lafayette Bicentennial Events Committee

David Hovde *
Board president
Colby Bartlett
Pete Bill
Joan Briller
Dennis Carson
Leslie Martin Conwell

Trey Gorden
Walt Griffin
Amy Harbor
David Huhnke
Kelly Lippie
Sean Lutes
John Norberg

Dave Sattler
Pete Sherry
Charlene Sherry
Laura Smyser
Tom Turpin
Ruth Van Mete