

**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, November 28, 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/.....>” 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=VkRWdFduYmVhS1pSK2JhRTlaZz09>

Meeting ID: 821 7763 7216

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Find your local number: <https://us06web.zoom.us/j/82177637216?pwd=VkRWdFduYmVhS1pSK2JhRTlaZz09>

## **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

- December 19, 2023 – Budget Meeting (3<sup>rd</sup> Tuesday due to Christmas holiday)

### **2024 Annual Meeting**

- Saturday February 3, 2024, 2:00 PM at the History Center

## AGENDA

- Call to order
- Minutes from October 24, 2023 Board meeting – *Pages 4-7*
- Officers' reports and business
  - President
    - Board recruitment
    - Ball Sholty Award
      - For Outstanding Contributions to the Preservation of Tippecanoe County History
    - Annual Meeting –February 3, 2024 2:00 PM
  - Vice President
  - Secretary
  - Treasurer
    - Account balances (cash balance) – *Pages 8-10*
- Executive Director report – Claire Eagle – *Page 11*
  - More HVAC issues at the History Center
  - History Center chimney needs repairs
  - \$5000 donation from the county
- Battlefield Museum report – Trey Gorden – *Page 12*
  - Visitor numbers comparable to last year
  - Annual Battlefield commemoration went well
- Membership – Kelly Lippie – *Page 13*
  - Articles for next newsletter due December 1
  - Member appreciation sale at the History Store scheduled for Dec. 14-17
- Collections Committee – Kelly Lippie – *Page 14*
  - Working on Toy exhibit to be installed at the West Lafayette
  - Purdue students doing Black historic sites project working again with research at TCHA.
  - One deaccession to approve
- Library Report – Amy Harbor – *Page 15*
  - Family Search Affiliate Library contract approved and up and running
  - Spring Vale Cemetery Tour was popular
  - Helped Tippecanoe County Coroner solve a long-standing tombstone mystery
- Feast report – Leslie Martin Conwell – *Pages 16*
  - Feast Volunteer Thank You is scheduled for December 7 at 6 p.m. at the History Center
  - Leslie's retirement date is 12/31/23
- Notes from Committees – *Pages 17-21*
- Any Other Business
- *END AGENDA*

**Minutes for October 24, 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, Nick Schenkel, Lorita Bill, Pete Bill, Jeff Burnworth, H. Cory Cooper, Kevin Cullen, Quentin Robinson, Brooke Sauter, Marsha Selmer, and John Thieme.

Governors Colby Bartlett, David Hovde and Todd White attended online.

Governors Dell Bartlett, Julie Byers, Walt Griffin, and Dave Sattler were not present in person or online.

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

The Minutes of the August 22, 2023, Board Meeting were presented and approved, with corrections, by voice vote after a motion and second from Marsha Selmer and Lorita Bill.

President Jeff Schwab led a discussion of TCHA's need for new board members and continued from last month's board meeting, a discussion of what talents and organizational needs we ought to consider when proposing nominees to the nominating committee. Please send nominations to the Committee: Dave Sattler, Colby Bartlett, and Quentin Robinson.

Jeff also reminded us of the board members whose terms expire this year; he asked that those who want to be nominated for another term contact the nominating committee soon and prepare a brief written statement to be shared at the annual meeting, noting their successes and their intentions for work in their next board term. Board members whose terms will expire are Colby Bartlett, Lorita bill, Jeff Burnworth, Kevin Cullen and Dave Sattler.

Jeff passed around a list of the past winners of the Ball Sholty Award along with nominations from 2022; the Board will receive and discuss nominees for 2023 at the November meeting and vote to confirm the winner at the December Board meeting.

Jeff thanked Claire Eagle for fund raising that resulted in \$25,000 available for the Bicentennial book publishing effort. He told us the new deadline for articles to be included in the book is November 2024 with publication in late 2025 by Purdue Press. Authors are being sought; the publication committee's next meeting on November 7 will result in a more complete list of possible chapter topics and updated advise for authors. For a current list of topics and writing guidelines please check out the TCHA website's "Volunteer Page: Bicentennial Book Authors & Editors".

Concluding his remarks, Jeff noted the TCHA Annual Meeting is scheduled for Saturday afternoon, February 3 2024.

Vice President Sattler was not present and had no other information to share.

Secretary Schenkel had nothing to report beyond the Minutes of the August 22 meeting.

Treasurer Lorita Bill noted the Board will review and approve the 2024 budget for TCHA at the December Board Meeting.

She reviewed the October 2023 Treasurer's report (see attached).

Lorita noted she is working to invest TCHA funds in both Money Market and Certificates of Deposit instruments to allow flexibility for funds availability and increase interest income.

She drew attention to the positive variance in net income for January-September 2023 compared with the budget.

She noted that cash less AP and credit cards for September 2022 compared with August 2023 showed a positive balance of \$55,156.28 (fifty-five thousand one hundred fifty-six dollars and twenty-eight cents) and noted that this was good based on past reports from this time of year.

The "Investment Accounts" report was updated for September 30, 2023, and shows a positive increase of \$69,801.21 (sixty-nine thousand eight hundred one dollars and twenty-one cents) in the fund invested.

A full report on Feast financials – income minus expenses – will be available at the November board meeting.

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

Claire highlighted her decision to award two comp days (to be used by the end of the year) for TCHA employees who worked Feast weekend.

She noted that September programs had particularly large attendance: 56 (fifty-six) attended the Highland Park Neighborhood history presentation on September 6 and about 100 (one hundred) attended the Indiana Archeology Month program on September 9.

She noted the Annual Campaign materials were mailed on August 30 and to date we have netted \$4,411.18 (four thousand four hundred eleven dollars and eighteen cents) in income after expenses. She expects this to continue to increase over the next few weeks as donations continue to come in. This income compares favorably with last year's total of less than \$4,000 (four thousand dollars) in net income.

Trey Gordon noted visitor numbers at the Museum are mixed compared to last year.

Sales at the Feast were good Trey told us, and inventory is nearly finished.

He discussed the events schedule for the Battle of Tippecanoe Commemoration scheduled for Saturday November 4 (see his written Report).

Trey 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 with 429 (four hundred twenty-nine) members as of October 19, an increase over 354 (three hundred fifty four) members one year ago.

17 (seventeen) memberships were sold at the Feast Membership tent this year. Thanks to Pete Bill, Lorita Bill, Nick Schenkel and Kory Cooper for their work staffing the Membership Tent this year (Secretary's note: Kelley and other TCHA employees also helped staff the tent during the Feast.)

Ms. Lippie then presented the Collections Committee Report.

There was no Collections Committee meeting in September, so no new items have been added to the TCHA collections.

She highlighted work by a Purdue Anthropology student who is studying jewelry in the TCHA collection.

The Potawatomi Trail of Death Caravan visited on September 18 to view selections from the George Winter Collection.

A TCHA mounted Feast History exhibit is on display at the West Lafayette Public Library for September and October; Kelly reported the exhibit was viewed by a large number of library visitors.

Amy Harbor presented the Librarian's written report for review. Amy reported that the library's research activities continue to be busy. She worked with volunteers to staff the west gate at the Feast.

She reported that TCHA has submitted a contract to become a Family Search affiliate Library, offering our community access to many more genealogical records.

The Spring Vale Cemetery walk went well with about 200 (two hundred) visitors and income of about \$300 (three hundred) from donations.

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

She reported a very good Feast this year. Many thanks to everyone who helped this year with a special thanks to Jeff Schwab, Claire Eagle, Kelly Lippie, Amy Harbor and Trey Gordon.

Attendance was reported at 41,203 (forty-one thousand two hundred three); the goal is a minimum of 40,000 (forty thousand) attendees each year.

Brooke Sauter, who will be the Feast Event manager for 2024, began training with Leslie on September 1 and was actively involved with this year's Feast management.

Among other written comments Leslie highlighted that the new food booths did well and thanked Amy Harbor for her work to staff the west entry gate and thanked Kelly Lippie for her work to assist with the Feast's two School Days events.

Two boxes of buffalo burgers are still available after the Feast (twenty-two boxes have already been sold). Thanks to John Theime for purchasing the final two!

Leslie concluded her oral report with Facebook Feast advertising statistics which showed that 84,513 (eighty-four thousand five hundred thirteen) views were counted viewing the special 2023 Feast advertising. Thanks to Brooke for her graphic skills in preparing these ads. The total number of Facebook reach in the last twenty-eight days was 235,205 (two hundred thirty-five thousand two hundred five) views!

The Feast Volunteer Thank-You event is scheduled for December 7. Board members are welcome to attend.

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

The Development and Membership Committee highlighted the Feast sponsors whose support is appreciated. Special note was made of First Farmer's Bank and Trust, Subaru of Indiana Automotive, Indiana Humanities, and Duke. A document to encourage new/additional Feast sponsors is under consideration.

The Community Foundation has requested a "wish list" from TCHA to discuss with potential donors who contact the Foundation. Claire is developing the list – suggestions for this wish-list are welcome – please send ideas to Claire.

The Committee is discussing developing a Strategic Development Plan for TCHA. Claire sees this as a cooperative process/project for the Board, the ED, and staff.

The Facilities Committee's report focused on wireless bandwidth service for upcoming Feasts. Comcast is the only service provider currently available for the geographic area; Jeff Schwab continues to work with Comcast to improve internet service during the Feast.

Several other facilities maintenance items are noted in the written Report, as called for in last month's Facilities Committee written Report. Many are reported as "done". A written list of projects "to be done between late summer and next spring" was presented as well.

Trey Gordon is the new Historic Marker's Committee chairperson. He will schedule a committee meeting soon.

The Lafayette Bicentennial Publications Committee continues its work; thanks to ED Claire Eagle we now have \$25,000 (twenty-five thousand) raised to support the project. This ought to pay for the pre-production costs of the proposed hardcover book with a reserve for overruns or to contribute to printing costs for an estimated five hundred copies from publisher Purdue Press.

Our original goal of two hundred articles for the book may need to be revised to a mix of articles and captioned photos.

The original deadline of article submissions by Spring 2024 has been revised to Fall 2024 with a new publication date in 2025 which will fit the Lafayette/Tippecanoe County bicentennial window. A renewed focus on recruiting authors will begin after the Committee's November meeting.

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

Kory reported that discussions between TCHA and the Indiana University Museum concerning Fort Ouiatenon collections held at the University Museum continue with the goal of resolving the issues at hand; he reported extensively on discussions he has had with both the IU Museum and other professionals about the disposition of these materials since the last TCHA Board Meeting.

Kory also reported that the book "The History and Archaeology of Fort Ouiatenon: 300 Years in the Making" edited by Misty M. Jackson, H. Kory Cooper and David M. Hovde is scheduled for publication by Purdue Press in January 2024. (Note the book can be preordered now online.)

There was no meeting of the Program Committee to report upon.

The Publications Committee had no written report. Pete Bill asked if TCHA would consider purchasing the rights to local history books that are now out of print so they could be republished at a future time by TCHA. He noted the Halsmer airport book in particular. (Secretary's note: "Chosen to Fly: A 60-year Love Affair with Flying and Beyond by Josephine Halsmer?")

There being no additional business, Pete Bill and Quentin Robinson moved adjournment and the motion was approved by a voice vote at 6:17 pm.

Respectfully submitted by Nick Schenkel, TCHA Secretary

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

<b>Tippecanoe County Historical Association</b>			
<b>Selected Accounts</b>			
<b>October 2023</b>			
	<b>10/31/2023</b>	<b>9/30/2023</b>	<b>Change from Last Month</b>
<b>Bank Accounts</b>			
1000 Petty Cash	572.17	600.65	(28.48)
1010 First Merchants Checking	578,819.96	171,043.65	407,776.31
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	106,037.01	87,476.66	18,560.35
1045 Feast Rainy Day Account	10,050.91	10,050.82	0.09
1046 Feast Rainy Day CD	92,241.44	91,113.82	1,127.62
1150 Undeposited Funds	1,064.21	1,876.89	(812.68)
<b>Total Change in Cash</b>	<b>824,797.18</b>	<b>398,173.97</b>	<b>426,623.21</b>
			-
2000 Accounts Payable	(49,393.04)	(14,460.64)	(34,932.40)
Feast Food Booth Payouts Estimated	(132,000.00)	-	(132,000.00)
2005 Credit Card	(15,371.55)	(16,758.74)	1,387.19
<b>Cash less AP and Credit Cards</b>	<b>628,032.59</b>	<b>366,954.59</b>	<b>261,078.00</b>
	<b>10/31/2023</b>	<b>10/31/2022</b>	<b>Change from Last Year</b>
<b>Bank Accounts</b>			
1000 Petty Cash	572.17	726.23	(154.06)
1010 First Merchants Checking	578,819.96	468,007.28	110,812.68
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	4,278.33	38,778.04	(34,499.71)
1027 Ouiatenon Preserve Account	106,037.01	96,008.69	10,028.32
1045 Feast Rainy Day Account	10,050.91	100,040.48	(89,989.57)
1046 Feast Rainy Day CD	92,241.44	-	92,241.44
1150 Undeposited Funds	1,064.21	236.68	827.53
<b>Total Change in Cash</b>	<b>824,797.18</b>	<b>735,530.55</b>	<b>89,266.63</b>
2000 Accounts Payable	(49,393.04)	(25,437.96)	(23,955.08)
Feast Food Booth Payouts Estimated	(132,000.00)	(117,147.47)	(14,852.53)
2005 Credit Card	(15,371.55)	(11,385.10)	(3,986.45)
<b>Cash less AP and Credit Cards</b>	<b>628,032.59</b>	<b>581,560.02</b>	<b>46,472.57</b>



			<b>Change from</b>			
	<b>10/31/2023</b>	<b>11/18/2023</b>	<b>10/31/2023</b>	Classification	Rate	Rate For
<b>Bank Accounts</b>						
1000 Petty Cash	572.17	572.17	-			
1010 First Merchants Checking	578,819.96	75,744.50	(503,075.46)	Checking	1.00%	6 mo
1012 First Merchants MM	-	450,000.00	450,000.00	MM	4.75%	6 mo
1015 Emergency Maintenance Fund	31,733.15	-	(31,733.15)	Closed	4.75%	6 mo
1016 Em Maint & HC Restricted Account	-	36,011.48	36,011.48	MM	4.75%	6 mo
1025 History Center Restricted Account	4,278.33	-	(4,278.33)	Closed	4.75%	6 mo
1027 Ouiatenon Preserve Account	106,037.01	105,987.82	(49.19)	MM	4.75%	6 mo
1045 Feast Rainy Day Account	10,050.91	-	(10,050.91)	Closed	4.75%	6 mo
1046 Feast Rainy Day CD	92,241.44	102,292.35	10,050.91	CD	5.25%	12 mo
1150 Undeposited Funds	1,064.21	118.73	(945.48)			
<b>Total Change in Cash</b>	<b>824,797.18</b>	<b>770,727.05</b>	<b>(54,070.13)</b>			
2000 Accounts Payable	(49,393.04)	(29,975.71)	19,417.33			
Feast Food Booth Payouts Estimated	(132,000.00)	(132,000.00)	-			
2005 Credit Card	(15,371.55)	(1,040.23)	14,331.32			
<b>Cash less AP and Credit Cards</b>	<b>628,032.59</b>	<b>607,711.11</b>	<b>(20,321.48)</b>			
				<b>Change from</b>		
				<b>Beg of Yr</b>		
<b>Investment Accounts</b>						
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			
<b>Total Investments</b>	<b>1,643,185.91</b>	<b>1,573,384.70</b>	<b>69,801.21</b>			
*Investments are updated quarterly						

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

	Jan-Oct 2023		
	Actual	Budget	Variance
<b>Income</b>			
4015 Grant Income	8,678.07	-	8,678.07
4020 Contributions	89,623.61	64,430.00	25,193.61
4200 Museum Store Sales	62,137.78	69,300.00	(7,162.22)
4400 Library Revenue	1,856.70	2,000.00	(143.30)
4500 Membership Dues	23,912.50	17,685.00	6,227.50
4600 Programs & Education	40,148.46	45,500.00	(5,351.54)
5000 Feast Of The Hunters Moon	439,261.24	422,400.00	16,861.24
<b>Total Income</b>	<b>665,618.36</b>	<b>621,315.00</b>	<b>44,303.36</b>
<b>Cost of Goods Sold</b>			
7720 Merchandise Sold	30,679.29	31,185.00	(505.71)
<b>Total Cost of Goods Sold</b>	<b>30,679.29</b>	<b>31,185.00</b>	<b>(505.71)</b>
<b>Gross Profit</b>	<b>634,939.07</b>	<b>590,130.00</b>	<b>44,809.07</b>
<b>Expenses</b>			
6001 Salaries, Wages & Benefits	179,000.99	200,654.00	(21,653.01)
7003 Administrative Expenses	10,024.77	9,758.00	266.77
7004 Contract Services Administrative	18,282.56	19,700.00	(1,417.44)
7007 Equipment & Supplies	2,626.16	3,300.00	(673.84)
7012 Collections, Exhibits & Library	3,153.57	5,375.00	(2,221.43)
7013 Museum Store Expenses	2,361.20	3,380.00	(1,018.80)
7799 Insurance and Taxes	17,188.49	17,222.00	(33.51)
7815 Repairs & Maintenance	21,079.49	33,250.00	(12,170.51)
7816 Contractual Services - Facilities	2,861.85	3,500.00	(638.15)
7817 Utilities	34,656.09	42,100.00	(7,443.91)
8500 Membership Expenses	1,012.00	1,400.00	(388.00)
8602 Fundraising Expense	1,300.69	-	1,300.69
9100 Feast Expenses	234,803.76	228,923.68	5,880.08
9201 Programs & Education Expense	4,019.98	3,905.00	114.98
<b>Total Expenses</b>	<b>532,371.60</b>	<b>572,467.68</b>	<b>(40,096.08)</b>
<b>Net Operating Income</b>	<b>102,567.47</b>	<b>17,662.32</b>	<b>84,905.15</b>
<b>Other Income</b>			
4910 Other Income	9,450.00	7,000.00	2,450.00
6100 Investment Income (distribution only)	67,294.55	62,360.00	4,934.55
<b>Total Other Income</b>	<b>76,744.55</b>	<b>69,360.00</b>	<b>7,384.55</b>
<b>Net Income (Before Depreciation)</b>	<b>179,312.02</b>	<b>87,022.32</b>	<b>92,289.70</b>
<b>Feast - Net Income Estimated</b>	<b>204,457</b>	<b>193,476</b>	<b>10,981</b>

**Executive Director Report**  
**Claire Eagle**  
**November 2023**

**Administration**

- Annual reviews are in process.
- Work continues on the employee handbook and emergency operations/disaster plan.
- I am now serving on the Bicentennial Feature Project Selection Committee for the city. This committee is working towards the selection of some kind of feature to be placed on the corner of 9<sup>th</sup> and South to honor the bicentennial.

**Programs**

- The National Group has graciously agreed to continue their in-kind donation and cover the cost of printing the quarterly brochure. We will continue to be responsible for postage. Claire sent a note to thank them for their continued support.
- The programming committee is finalizing the schedule for January-April 2024. Please see the notes from the last meeting for more information.
- Our partnership with WLPL is in full swing! Kelly is installing a second exhibit this week and the first two programs in our series will be in March and April.

**Facilities**

- We've had two recent issues with our HVAC at the History Center, the first was a broken coil in the boiler. Once it was fixed, all units began blowing hot air again. The second was a burned-out motor in the auditorium unit. The motor was just replaced this past summer with NOW Grant funds. Thankfully it was under warranty and was replaced quickly by Blue Fox.
- The chimney at the History Center needs some repairs (chipped/missing mortar and cracks in the bricks). I am working on gathering quotes from local masons for repairs.
- Fire extinguishers were inspected/replaced in the Blockhouse and Feast Barn.

**Grants and Donations**

- Tippecanoe County has agreed to a \$5,000 donation in support of operations. I should receive the check by the end of the year. This brings us to a total of \$23,000 of support from Tippecanoe County, West Lafayette (\$3,000) and Lafayette (\$15,000) governments for the year.

**Battlefield Museum Report**  
**Trey Gorden**  
**November 2023**

- Visitor numbers are falling, as expected this time of year, but they're still good compared to last year.
- Commemoration was a great success.

The year is wrapping up, and this month's numbers are looking pretty good. We've had 1004 visitors. We generally expect a drop in visitorship this time of year, and that's what we're seeing, but with October closing at 959 visitors, and this same month last year at 888, this November was still a pretty good month. This is mostly thanks to a staff ride, several tour groups, and our annual Commemoration.

Commemoration was a great success. Dr. Luke Gascho's keynote speech, "Living on Indigenous Landscapes: Potawatomi and Settler Histories in Northern Indiana," was fascinating, and we had to bring in extra chairs to accommodate all the participants. We had great weather, which encouraged lots of participation from re-enactors, who actually spent two nights at the battlefield

In addition to this month's on-site events, we took our travelling presentation on the history of the Tippecanoe Battlefield to Central Presbyterian on the eighth. They were a great group with lots of questions and some very tasty deserts!

We're preparing for winter hours. We were closed November 20th through 24th for Thanksgiving, and December 20th through January 31st for Christmas, New Year, inventory, cleaning, and exhibit maintenance. When we reopen February 1st, we'll observe our usual winter hours, opening at noon and closing at 5:00 through the month of February.

Have a Merry Christmas and a happy New Year! Here's looking forward to a fantastic 2024.

**Membership Report**  
**Kelly Lippie**  
**November 2023**

- Articles for next newsletter due Friday December 1<sup>st</sup>.
- Member appreciation sale at the History Store scheduled for Dec. 14-17, 2023. Members will get 15% off (instead of usual 10%), Benefactor and Treasure members will get 25% off (instead of usual 20%).
- School membership level discontinued. 1 current school membership will be honored through its expiration date and not renewed. New group rates available for researchers to the library & archives.
  - o \$50 per group of 30 people
  - o \$100 per group of up to 75 people
  - o Free admission to library, does not include photocopy fees or any membership perks. Group name list must be provided at time of purchase. Good for 4 months.

Membership Level	Renewal Period	Total as of Aug. 18	Total as of October 19	Total as of Nov. 21
Individual (\$35)	Annual	63	63	56
Senior Individual (\$30)	Annual	81	81	80
Senior Couple (\$40)	Annual	91	102	96
Family (\$50)	Annual	56	59	58
School/Club (\$100)	Annual	1	1	1
Patron (\$100)	Annual	68	73	69
Sustaining (\$250)	Annual	17	16	17
Benefactor (\$500)	Annual	3	3	3
Treasure (\$1,000)	Annual	3	3	2
Lifetime	Lifetime	28	28	28
<b>Total Memberships</b>		<b>411</b>	<b>429</b>	<b>410</b>

Total members as of November 21, 2023 **410 members.**  
 (343 members total on November 3, 2022)

**TCHA Collection Department Report**  
**Kelly Lippie**  
**November 2023**

- Ongoing volunteer projects in collections include: cataloging and scanning photographs, sorting and weeding the vertical files, cataloging bottles. Collection of over 100 bottles completed by volunteer. There is also a new volunteer who is taking photographs around the county (for the TCHA digital archive) of construction projects and other buildings or events.
- New volunteer working to catalog clothing.
- Working on Toy exhibit to be installed at the West Lafayette library December through January.
- Planning exhibit change-outs at the History Center and Battlefield. Cartoonist exhibit at Battlefield closes in December.
- Gun removed from exhibit at Battlefield for August program returned to exhibit.
- Several photo reproduction orders were fulfilled (Highland School, George Winter, Linnwood Tavern).
- Helped Amy during tour for Westminster group.
- Purdue students doing Black historic sites project working again with research at TCHA.
- Other research requests include Canton Café, 1<sup>st</sup> Air Mail flight, music groups at Purdue, Underground Railroad, local black-owned hair salon, and others.

November Collections Committee:

10 new accessions created.

**BOARD ACTION NEEDED:**

Proposed for Deaccession:

Accession #	Description	Reason	Source	Disposal method	Coll. Comm. Action
3330.69	Portfolio of Civil War photographs (lithographs)	Out of scope (commonly available images)	Margaret J. Erisman	Sale	Deaccession

**Library Report  
Amy Harbor  
November 2023**

- Family Search Affiliate Library contract has been accepted and we are up and running.
- Spring Vale Cemetery Tour was popular, and we plan to host another in the spring.
- Helped Tippecanoe County Coroner solve a long-standing tombstone mystery. I will deliver the stone to Attica next week.
- Greenbush Cemetery records are still in limbo.
- Researched (possible) first female teacher in Tippecanoe County for TSC
- Researched Sickler Family for quilt donor
- Scanned 97 documents for out-of-town researcher.
- In-person visits are steady

**Feast Report**  
**Leslie Martin Conwell**  
**November 2023**

The annual Feast Volunteer Thank You is scheduled for December 7 at 6 p.m. at the History Center. TCHA board and staff members are invited to come and help thank the many Feast volunteers that help with TCHA's biggest annual fundraiser.

Most Feast bills have been paid, with the exception of food booth profit sharing. The majority of food booths have turned in their payment request forms and those who have not have been contacted and reminded to do so. All profit sharing checks for food booths will be sent out by the end of the year. Special thanks to Lorita Bill for her work with Feast accounting.

I sincerely appreciate the Feast commemoratives TCHA did to honor my 40+ years with the Association, including the chocolate pot set done by David Hovde, the "Leslie water," Feast medallion, participant button, mug, etc. It has been an honor to work for TCHA.

To ensure a successful transition between the outgoing and incoming Feast Event Manager, electronic files are being put onto a portable hard drive, and hard copy files are now ready for transfer to the Arganbright office.

My retirement date is 12/31/23.

**Social media stats- Facebook**

For the last 28 days, Feast Official Group Page

20,767 people viewed the page

252 posts/comments

Leading age demographic is 35-44



**Other Committee Reports**  
**November 2023**

**Development & Membership Committee**

- **Membership Update - Kelly**
  - Removed School Membership option from website & future brochure printing. There is currently 1 (university) school membership that we will honor until it expires. Kelly, Amy & Claire drafted a “group research rate” for research classes or clubs doing research.
  - Renewed reciprocal benefit with Columbian Park Zoo for TCHA members. The ROAM benefits for other museums has a link on the TCHA website.
  - The History Store will have a special TCHA members-only sale December 14-17 with 15% off for members, 25% for Benefactor & Treasure members
  - TCHA member numbers -- See Kelly’s membership report
- **Tippecanoe County will be donating \$5000 to TCHA for general purposes**
- **Development information – TCHA Quarterly Programming Information**
  - a blurb about fundraising/supporting TCHA will be in the quarterly program bulletin
  - Claire reported that National Group will be covering the cost of printing the quarterly program bulletin ... TCHA will just pay postage
- **Document for recruiting Feast sponsors**
  - The Committee agreed that a document is needed to give to potential Feast sponsors to identify these opportunities.
  - Brooke has started a spreadsheet for sponsorships of the Feast in 2024.
  - Benefits for Feast sponsorship is not the same across sponsors because these arrangements have been added ad hoc over the years. Will use standard sponsorship levels to level the playing field.
  - Del suggested we *ask* the sponsor what they might like to have as a sponsor benefit with the option to sponsor a larger amount if they want more than we might equitably give for that sponsor level. “Add ons” could be added for an additional sponsorship fee.
  - In-kind benefits will be getting an acknowledgement from TCHA for tax filing
- **Historical Markers Committee fund raising**
  - Trey is getting up to speed on what the committee is doing. Focus has been on identifying accurate inventory of markers. Discussion needed on whether to replace or repair multiple signs. Funding sources for such has not been discussed.
- **Development campaigns and Annual Appeal for rest of 2023**
  - Update on total income generated (last month reported \$5605.00). This number has decreased because some donors are claiming that part of their donation was to be applied towards paying for their membership renewal. The gross intake was adjusted to \$5475.00 with a net of \$4281.00 after expenses.
  - It was suggested that the donor form have a box to be checked that the donor can also pay for membership renewal *on top of* the amount to be donated
- **Claire’s meeting with Immediate Past President of WALLA, Peggy Rowe**
  - will be doing mutual advertising in each other’s newsletters. Discussion of possibly doing a mini summer course for WALLA.
- **Discussion on creation of overall strategic development plan**
  - See attached DRAFT

## Tippecanoe County Historical Association 2024 Development Plan

Mission: to enrich the lives of Tippecanoe County residents and visitors by collecting, preserving, researching and sharing our unique and diverse history.

### 2023 Actuals (as of 11/8/23)

### 2024 Goals

Annual Campaign	\$4,281.18 (net)	???
Unrestricted Giving	\$23,458.45	???
Restricted Giving	\$980.00	???
Feast Sponsorships	\$18,000.00	\$50,000
<b>Total:</b>	<b>59,219.63</b>	

**DRAF**

### Overview

The Tippecanoe County Historical Association receives over 60% of its yearly budget from the Feast of the Hunters' Moon. As a weather dependent event, income can wildly change. Reliance on this income can be detrimental to the organization and its mission. The goal of this plan is to increase funds raised among **all** avenues to offset any budget pitfalls in the event of a 'bad' Feast. This will in turn increase the long-term financial stability, viability, and sustainability required to successfully carry out the mission of the Tippecanoe County Historical Association.

### Key Strategies

- Implement new communication strategies to develop stronger relationships with current donors and reach more potential donors.
- Increase funds generated from annual campaign.
- Increase Feast Sponsorships to further offset TCHA costs and increase funds raised.

**Strategy: Implement new communication strategies to reach more potential donors.**

#### *Tactics*

- *Develop a "Donate" brochure that lists the ways that donors can give to TCHA.*
- *Highlight ways to give and the stories of those that have in social media posts, TCHA's newsletter and quarterly programming brochure.*
- *Provide opportunities for donors to better understand the inside workings of TCHA's mission.*

**Strategy: Increase funds generated from annual campaign.**

#### *Tactics*

- *Begin annual campaign earlier in the year.*
- *Develop communication strategies past one individual letter.*
- *Follow up with a second letter to those that have given previously to the annual campaign but have not yet given by the campaign halfway point.*
- *Incorporate a "shopping list" to potentially increase individual gifts.*

**Strategy: Increase Feast of the Hunters' Moon Sponsorships to further offset TCHA costs and increase funds raised.**

## *Tactics*

- *Develop sponsorship information sheet that can be given to potential sponsors.*
- *Begin sponsorship asks earlier in the year to have more time to secure them.*
- *Develop a list of items that we can reasonably ask for as an in-kind donation*

## **Facilities Committee**

### **Facilities Issues – Old Items**

- Mulhaupts security systems - updated the panel (software) controlling the alarm system for History Center and Arganbright and seems to be working fine now. Faulty blockhouse sensor has been replaced.
- Ground hogs at Arganbright - Kelly reports new activity. “really irritating stuff” has been put in hole.
- Training staff and volunteers to use the AED (Automated External Defibrillators).
- Leak in ceiling of banquet room at HC – rain water catch basin installed 11/21
- Large donor plaque board in basement of HC - research still needs to be done on the names
- Mailbox at the HC is loose between the box and the post
- Ballasts and light bulbs from LED replacement project at Arganbrightg - will be removed
- Only two lights in ceiling of auditorium work. The lights are behind glass panels and will require someone to getting up on a very tall ladder to replace them. Lights out on the hanging “wagon wheel” need to be replaced with LEDs. Plan: Bring in a “very tall ladder” to replace all the ceiling and wagon wheel bulbs with LED bulbs.
- Mounting of key box for the History Center – will be done
- Inspection of the Arganbright roof - Claire is going to schedule inspection

### **Facilities Issues – New Items**

- Brick on chimney at History Center
  - City received a note that brick was deteriorating at HC chimney
  - Building code likely prevents us from taking out the chimney
  - We need at least 2 quotes to submit grant request to Comm. Foundation
  - Bone Dry commercial roofers gave estimate of \$14,175
  - Kevin Cullen suggested mason David Zeltwanger phone: (219) 204-0912 – Claire to contact.
- Blower in the basement of HC fix in 2024?
  - We have enough money in the routine maintenance fund to cover this in 2024 if we request \$35,000 for next year’s budget (that’s decreased from the \$39,000 we had budgeted for 2023 ... of which we have used only \$21,000 so far).
  - Claire will get Blue Fox to give us an updated quote for repairing the blower in the basement.
- Jeff Schwab reported that the exterior paint of Arganbright is peeling in places and bad. It hasn’t been repainted as long as she has been at TCHA (8-10 years?) - get a quote next spring for painting
- Fire Extinguishers had to be replaced at Feast Barn and Blockhouse – ones there were expired (2015)
- Arganbright just passed its fire inspection for the year

## **Projects to be done between this winter by next spring**

- Formal safety and equipment training for use of the HC kitchen is needed to reduce our liability risk if someone is injured while using the equipment
- Replacement of lectern at History Center
- Monitor and computer for doing Zoom meetings at Arganbright - during the winter down-time
- Computer monitor in hallway of History Center near stairs

## **Historic Markers Committee**

## **Lafayette Bicentennial Publications Committee**

- **The author's guide has been updated and approved by the committee**
- **We will start with social media and email postings after Thanksgiving to recruit more authors**
- **Editors have been assigned to several of the submitted articles to review them**

## **Ouiatenon Preserve Committee**

## **Program Committee**

Members present: Pete Bill, Leslie Martin Conwell, Claire Eagle, Amy Harbor, Brooke Sauter and Jeff Schwab

Other members: Quentin Robinson, David Hovde and Walt Griffin

1. Previous Program Review
  - . Saturday, October 21 1 p.m. — Spring Vale Cemetery Tour: ~200
  - a. Saturday, November 4 10 a.m.-4 p.m. – Commemoration: 92
    - i. Indiana's First Tourist Attraction: 7
    - ii. Living on Indigenous Landscapes: 40
    - iii. Battlefield Walking Tour: 20
2. Upcoming Programs
  - . Saturday, December 9 10 a.m.-4 p.m. – Joyeux Noel a Post du Ouiatenon
    - i. Jeff, Brooke and Claire will all be present at some point. Water will be provided, and firewood is already on site. Claire will call the Sherrif's department the week before to make them aware that there might be overnight campers and black powder demonstration.
3. Christmas in the Heartland Program with Audrey Johnson
  - . We are unable to host this program this year due to cost and limited availability to schedule. Claire has reached out to Audrey to discuss scheduling next year, which gives us plenty of time to find a sponsor and look into charging a ticket price.
4. New Programming Brochure Design
  - . A mock-up was passed around the meeting with a few comments made. If there are any additional comments, please send them to Claire or Brooke ASAP.
  - a. The National Group has graciously agreed to continue their in-kind donation and cover the cost of printing the quarterly brochure. We will continue to be responsible for postage. Claire sent a note to the owner yesterday to thank them for their continued support.
5. Meeting with Peggy Rowe from WALLA
  - . Claire met with Peggy Rowe last week. The possibility of TCHA doing a summer mini class was brought up. This is in early discussions and further details have not been decided. Claire will update the committee as things progress.

6. January-April 2024 program planning continues. Below is our schedule.
  - . February
    - i. Saturday, February 3 at 2 p.m. – Annual Meeting
    - ii. Tuesday, February 13 at 11:30 a.m. – Show and Tell: Eliza and Moses Fowler (Pete Bill)
    - iii. Thursday, February 22 at 7 p.m. – Program on Ouiatenon metalworking/blacksmith (Cassie Apuzzo)
    - iv. TBD – Fort Ouiatenon book signing (Leslie and David have taken the lead)
  - a. March
    - i. Saturday, March 2 from 10 a.m.-4 p.m. – Maple Sugaring at the Fort
    - ii. Tuesday, March 12 at 11:30 a.m. – Show and Tell: Purdue’s First President (Claire Eagle)
    - iii. Thursday, March 21 at 7 p.m. – Evaleen Stein (Angie Klink)
    - iv. Wednesday, March 27 at 5:00 p.m. (WLPL) – 1913 Flood (Pete Bill)
  - b. April
    - i. Tuesday, April 9 at 11:30 a.m. – Show and Tell: William Digby (Pete Bill)
    - ii. TBD – Schol of the Artifact: Ceramics
    - iii. TBD – History of Tippecanoe County Libraries
    - iv. TBD – Genealogy Class Series (\$50 for non-members and \$25 for members)
  - c. Other Business
    - i. Rick has offered to do the Ouiatenon gun program again this summer. The idea was raised of scheduling it the same Saturday that Tom schedules Fête de St Jean le Baptiste.

**Committee Member Task List**

- Amy will work with Nancy to schedule another genealogy class series to begin spring 2024. The proposed start date is either April 10 or 17th.
- Brooke is planning a spring (May/June) and fall (August/September) sewing circles. Deadline for spring dates is February 16<sup>th</sup>.
- David and Leslie will continue to plan the Fort Ouiatenon book signing. The deadline for the date to be set is November 30<sup>th</sup>.
- Leslie and David will work on the ceramics program content and come up with an April date. The deadline for the date to be set is February 16<sup>th</sup>.

**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	
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#### 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  
John Norberg  
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