

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, April 27, 2021 ZOOM CONFERENCE CALL

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	

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

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Dial by your location

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+1 253 215 8782 US (Tacoma)

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Meeting ID: 927 1192 3227

Passcode: 083295

Find your local number: <https://zoom.us/j/9123456789>

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
(Zoom meetings until further notice)

- Tuesday, April 27th, 2021
- Tuesday, May 25th, 2021 (Memorial weekend is May 29-31)
- Tuesday, June 22nd, 2021
- Tuesday, July 27th, 2021
- Tuesday, August 24th, 2021
- Tuesday, September 28th, 2021
- Tuesday, October 26th, 2021
- 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 March 23rd, 2021 Board meeting – *Page 4-6*
- Officer's reports and business
 - President
 - Passing of Bob Sorensen
 - Change in Membership/Development committee
 - Historic Markers Committee
 - Covid Policy – *Pages 7-8*
 - Vice President
 - Treasurer
 - Accounts balance (cash balance) – *Pages 9-10*
 - Secretary
- Contracts – Del Bartlett
 - Battleground Lease with Parks Board
 - Supplemental Agreement with OPI
- Finance, Budget, and Risk Management Committee – Lorita Bill – *Page 11*
- Membership – Kelly Lippie – *Page 12*
- Collections Committee – Kelly Lippie – *Page 13*
- Library Report – Amy Harbor – *Page 14*
- Battleground Museum report – Trey Gorden – *Page 15*
- Programs – Leslie Martin Conwell – *Pages 16-18*
- Feast report – Leslie Martin Conwell – *Page 19*
- Notes from Committees
 - Ouiatenon Preserve Committee – H. Kory Cooper – *Page 20*
 - Facilities Committee – Walt Griffin/Ron Halsema
 - Development & Membership Committee – Dale Krynak/Ken Moder
 - Lafayette Bicentennial Event Committee – David Hovde
 - Publications – David Hovde
- Operations Manager report – Leslie Martin Conwell – *Pages 21-22*
 - Administration
 - Grant Update
 - Maintenance
 - HC Smoke Detectors – would like to proceed as soon as possible
 - Engagement
- Any Other Business

END AGENDA

Minutes for March 23, 2021
TCHA Board of Governors Meeting
Zoom Meeting
H. Kory Cooper

The TCHA monthly Board of Governors meeting was held Tuesday, March 23rd, 2021. A quorum was established. The meeting was called to order by Jeff Schwab at 17:16. The meeting was conducted virtually via Zoom and teleconference.

Board members present include: Walt Griffin, Jeff Schwab, Dave Sattler, Lorita Bill, Pete Bill, Preston Smith, Jeff Burnworth, Amy Harbor, Trey Gordon, Joseph Bartlett, Ken Moder, Julie Byers, Quentin Robinson, Ron Halsema, Colby Bartlett, David Hovde, Erika Kvam, Kevin Cullen, Roseanna, Dale Krynak

Board members not attending: Annie Hatke Schap, Zula Kress, John F. Thieme, Todd White

Staff members present: Leslie Conwell and Kelly Lippie

April 27th next TCHA meeting, Exec meeting prior to that.

Question about in-person meeting for April. But will have possibly hybrid meeting in April. Not full in person.

Correction to February notes. Remove introduction to Trey Gordon in President's report. Moved by Del, seconded by Pete, all in favor.

Officer Reports

1. President
 - Trey Gordon introduced, present at meeting, new Battlefield Manager
 - Committees updated
 - Still missing some Whistleblower and Conflict of Interest form.
 - Publications Committee Proposal from David Hovde. Description of duties provide by Hovde. Kelly has taken inventory of publications/pamphlets. Jeff discussed Amazon print on demand as a risk free option. Committee would review existing material and see what needs to be revised. Discussed some options for publishing Bob Kriebel (Civil War, Old Lafayette, 4 vols., 3 & 4 unpublished). May need to coordinate with J&C. Ouiatenon documents permission through IHS, another to consider being reprinted. Colby moved, Del seconded reestablishing a publications committee.
2. Vice-President – nothing to report
3. Treasurer
 - Things looking positive. Increase in baking account trust distributions. Doing better than this time last year. Good things happened in March, second PPE loan for \$49k+ and Trusts (Wetherill). Will start 2022 in strong position pending unplanned catastrophes.
4. Secretary – nothing to report

Finance, Budget & Risk Management Committee Report (Lorita)

Will soon schedule meetings for the rest of the year including quarterly budget reviews. Probably starting mid-April

Membership Report (Kelly Lippie)

Reminder to always send ideas about membership to Kelly who can fwd those ideas to the membership committee. New newsletter will be out next week, debuting new title. Student will work on design to improve the future look of the newsletter. Been working on survey to send to new members with questions about why they joined and how they heard about TCHA. Also adapted for current members in order to get feedback. TippecaNews won for new newsletter title.

Collections Department Report (Kelly Lippie)

Committee is discussing collections policy. Including potential updates related to EBay sales. Still working on NAGPRA letter, will go out to taskforce tomorrow and then out to NAGPRA contact list. County Park Foundation board has provided \$k for case for Eagle statue at Battleground. Question about bookends but good for now. Colby comment about changing name on EBay account discussed last time. Leslie confirmed name had been changed.

Library Department Report (Amy Harbor)

Average year so far but volunteers haven't come back yet but maybe will soon after getting second vaccine.

Battlefield Museum (Trey Gorden)

Working on organizing tasks - spreadsheets. Film promo video for visit Lafayette/WL in the works. Regular schedule started this month for Battlefield museum, keeping an eye on crowds, and watching for mask use. Numbers up from March two years ago. Good sign.

Programs Report (Leslie Conwell)

Already started back with programming. Excellent turnout for maple sugaring, ~350 turnout. Thanks to David Hovde and Colby Bartlett. Reenactors will be back June 5th. Virtual presentation on beer containers for April 29th. Brunell will present April 20th in person about elections. July 20th women of Purdue. Good bit of programming already. Discussion of appealing to potential members and tip jar, electronic and otherwise. Discussion of if and how to get good internet connection to Blockhouse. Event based internet for period of even possible?

Feast Report (Leslie Conwell)

October 9th and 10th, proceeding cautiously for now putting off expenses for as long as possible right now. Working on Handicap access and emergency planning. Begun grounds arrangements and service contracts, that will have out clauses, contractors are understanding, due to COVID 19. Meeting with Tippecanoe County event managers tomorrow afternoon. Info for area event organizers. Health Dept and Emergency management will be providing guidance.

Ouiatenon Preserve Inc. Committee (Kory Cooper)

Nothing to report.

Facilities Committee (Walt Griffin)

Getting bids and looking for funding for roof.

Development and Membership Committee (Erika Kvam)

Met with new members. Advising Leslie on what new grants might be used for, project based. Received next round of PPE. Shuttered venue grant requires permanent seating. Discussion of whether Shuttered Venue is a possibility. Committee is preparing to launch a fundraising plan. Currently receive no funding from municipalities but looking into it due to impact of Feast on local economy.

Lafayette Bicentennial Event Committee (Jeff Schwab)

Trying to meet with Mayor to get city on board with planning.

Operations Manager Report (Leslie Conwell)

Administration

Second round of PPE, \$49k, hope it will be forgiven. Tippecanoe County Management helping getting back into programming with COVID supplies.

Grant follow-up and donations

Reminder about Amazon smile. Amazon.smile.com. NEH Humanities – stimulus funds, no details yet.

Maintenance

Roof – getting a couple more estimates from Graybill and Schafer Roofing. Schafer has already patched main leak over kitchen area. Divide work into three separate sections and funders. Immediately problem is fixed but much left to do. Estimates will be shared out as they come in. Check with Mayor Roswarski? Account set aside for History Center has \$12k to be used for History Center. Question about exhibits for History Center in the future. Lorita discussed need for capital improvements priority list to aid in acquiring funds and grants. Boiler is not cracking, but has a loose patch.

Public Engagement

Have stayed busy with social media posts and videos.

Meeting adjourned at 18:33.

President's Report
Jeff Schwab
April 2021

TCHA Covid Activity Policy

- In all cases, TCHA will follow masking, social distancing, occupancy restrictions, and gathering size limits or advisories imposed by the state of Indiana or the Tippecanoe County Board of Health.
- If Tippecanoe County is found by the state to be in RED status:
 - All TCHA sites will close to the public and volunteers.
 - Masks must be worn by anyone at any TCHA site
 - All events and meetings may continue via virtual methods such as video conferencing only.
- When Tippecanoe County is in ORANGE status:
 - TCHA sites will be open subject to the following restrictions:
 - Masks must be worn indoors and at all outdoor TCHA events by all TCHA staff, volunteers, and visitors
 - Archives and the library are limited to an appointment only basis for researchers. Volunteers are to contact library and curatorial staff in advance to make arrangements as to dates/times to volunteer. If state and county gathering size constraints are stricter, those restrictions will be adhered to.
 - The Tippecanoe Battlefield Museum will allow up to 20 people into the museum/history store at a time. If state and county gathering size constraints are stricter, those restrictions will be adhered to.
 - Socially distanced outdoor activities are permitted subject to state and county gathering size constraints.
 - Indoor events and meetings are permitted using virtual methods such as video conferencing only.
- When Tippecanoe County is in YELLOW status:
 - TCHA sites will be open subject to the following restrictions:
 - Masks must be worn indoors by all TCHA staff, volunteers, and visitors
 - Archives and the library are limited to an appointment only basis for researchers. Volunteers are to contact library and curatorial staff in advance to make arrangements as to dates/times to volunteer. If state and county gathering size constraints are stricter, those restrictions will be adhered to.
 - The Tippecanoe Battlefield Museum will allow up to 20 people into the museum/history store at a time. If state and county gathering size constraints are stricter, those restrictions will be adhered to.
 - Socially distanced outdoor activities are permitted subject to state and county gathering size constraints.
 - Indoor events and meetings are permitted using virtual methods such as video conferencing only unless approved otherwise by the Operations Manager.
- When Tippecanoe County is in BLUE status:
 - TCHA sites will be open to the public and volunteers subject to county occupancy restrictions.

- Masks must be worn indoors by all TCHA staff, volunteers, and visitors until such time as all TCHA staff are fully vaccinated or have declined vaccination.
- Socially distanced outdoor activities are permitted subject to state and county gathering size constraints.
- Indoor events and meetings are permitted subject to state and county gathering size constraints. Masking and social distancing requirements must be enforced. Virtual attendance through video conferencing must be available for all such activities.
- Full in person activities should resume only when all statewide and county mandates, restrictions, and advisories have been lifted.

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

Tippecanoe County Historical Association				
Selected Accounts				
March 2021 Report				
			Change from	
	3/31/2021	2/28/2021	Last Month	Significant Transactions
Bank Accounts				
1000 Petty Cash	517.25	507.25	10.00	
1010 LB&T Checking	143,629.76	87,788.63	55,841.13	Second PPP Loan \$49,962
1011 PayPal	1,565.95	1,447.08	118.87	
1015 Emergency Maintenance Fund	8,882.71	8,882.71	-	
1025 History Center Restricted Account	12,954.31	12,954.20	0.11	
1027 Ouiatenon Preserve Account	68,847.01	69,131.30	(284.29)	Duke & Xfinity
1045 Feast Rainy Day Account	50,002.48	50,002.06	0.42	
Total Change in Cash	286,399.47	230,713.23	55,686.24	
			-	
			-	
2000 Accounts Payable	(4,827.89)	(3,911.15)	(916.74)	
2005 Lafayette Bank and Trust Visa	(949.23)	(1,599.61)	650.38	
Cash less AP and Credit Cards	280,622.35	225,202.47	55,419.88	
			Change from	
	3/31/2021	2/28/2020	Last Year	
Bank Accounts				
1000 Petty Cash	517.25	580.00	(62.75)	
1010 LB&T Checking	143,629.76	45,375.86	98,253.90	
1011 PayPal	1,565.95	-	1,565.95	
1015 Emergency Maintenance Fund	8,882.71	4,638.83	4,243.88	
1025 History Center Restricted Account	12,954.31	12,948.00	6.31	
1027 Ouiatenon Preserve Account	68,847.01	71,444.58	(2,597.57)	
1045 Feast Rainy Day Account	50,002.48	50,017.52	(15.04)	
Total Change in Cash	286,399.47	185,004.79	101,394.68	
2000 Accounts Payable	(4,827.89)	(2,106.51)	(2,721.38)	
2005 Lafayette Bank and Trust Visa	(949.23)	(914.22)	(35.01)	
Cash less AP and Credit Cards	280,622.35	181,984.06	98,638.29	

	3/31/2021	4/23/2021	Change from 3/31/2021	
Bank Accounts				
1000 Petty Cash	517.25	507.25	(10.00)	
1010 LB&T Checking	143,629.76	135,600.00	(8,029.76)	See notes below
1011 PayPal	1,565.95	1,628.06	62.11	
1015 Emergency Maintenance Fund	8,882.71	7,784.05	(1,098.66)	History Center Roof Repair
1025 History Center Restricted Account	12,954.31	12,954.31	-	
1027 Quiatenon Preserve Account	68,847.01	68,588.76	(258.25)	Duke & Xfinity
1045 Feast Rainy Day Account	50,002.48	50,002.48	-	
Total Change in Cash	286,399.47	277,064.91	(9,334.56)	
2000 Accounts Payable	(4,827.89)	(3,090.55)	1,737.34	
2005 Lafayette Bank and Trust Visa	(949.23)	(433.01)	516.22	
Cash less AP and Credit Cards	280,622.35	273,541.35	(7,081.00)	
Significant cash activity in April so far:				
Battlefield Inventory purchases	(2,146.44)			
Two payrolls (cash requirement)	(11,503.32)			
Health Insurance-Just Leslie and Kelly	(2,130.23)			
Large contributions	6,000.00			
Battlefield	4,463.56			
Rest is Utilities and regular stuff				

Finance, Budget, and Risk Management Committee
Lorita Bill
April 2021

The Budget and Finance Committee meet on April 12 at 5:15.

- We reviewed the budget compared to actual for the first quarter of 2021. At this point we are doing better than the budget primarily due to the second PPP loan of \$49,962. Contributions are also over budget by \$6,000. Battlefield sales and admissions are up. Dues are up due to some members opting for the 5-year plan. We do not see any areas of concern in TCHA's expenses for the first quarter.
- The 2021 tax return was available to the committee and will be approved by the executive committee. Anyone else wanting to review the tax return, just let me know and a copy will be provided.
- We discussed our policies and procedures for approval of disbursements and additional controls being implemented.
- We discussed the implementation of Square at Battlefield and a plan to improve inventory controls.
- We requested that Leslie communicate to the Building and Facilities committee the need for a capital budget including a priority list. It is suggested that this list should also include a schedule that considers a plan to replace computers to avoid technological obsolescence. Also, a plan for copiers that matches the needs of each location to the copier capabilities.
- We discussed the need for the Second Addendum to the Lease Agreement with OPI to be finalized to prevent future issues on who pays for what.
- We discussed payment options for the Smoke Detectors for the History Center. This expenditure can be paid from the Restricted for History Center account if other options are not available.
- The need for maintenance contracts for TCHA's Heating and Air Conditioning Systems was discussed. We requested that Leslie communicate to the Building and Facilities Committee that at least two quotes be obtained before pre-2022 budget time (mid-October).

Membership Report
Kelly Lippie
April 2021

- 23 renewal notices sent out for March/ April renewals.
- Developed “New Member Survey” to be sent out to new members that will ask how they learned about membership & why they became members. Questions also ask what types of programs they are interested in and how they like to be informed. So far, no responses.
- First issue of 2021 newsletter sent out to members at end of March. Material for next issue due to Kelly by June 25th.
- Updated membership form to include QR code for direct access to website.
- Reciprocal benefit with the zoo gift shop was renewed for another year.

Membership Level	Renewal Period	Total as of Feb. 18	Total as of March 17	Total as of April 19
Individual (\$35)	Annual	36	35	35
Senior Individual (\$30)	Annual	57	59	58
Senior Couple (\$40)	Annual	80	76	77
Family (\$50)	Annual	47	46	50
School/Club (\$100)	Annual	1	1	1
Patron (\$100)	Annual	56	54	55
Sustaining (\$250)	Annual	17	18	18
Benefactor (\$500)	Annual	1	1	1
Treasure (\$1,000)	Annual	2	2	2
Lifetime	Lifetime	63	63	63

Total members as of April 19, 2021: **360 Members**

TCHA Collection Department Report

Kelly Lippie

April 2021

- Collections Committee reviewed Collections Policy to see if new language is needed for EBay sales. It was determined that current language does cover this. Committee recommends adding that “Expendable” materials, if sold, not be restricted to collections care budget income. Since most “Expendable” material is used in programs or as a staff education resource, it doesn’t make sense that the proceeds benefit only collections. (see draft of Collections Policy with updates highlighted, page 10). **Need board vote to approve this change.**
- Collections Committee recommends that Board members consider personal collecting and antiques dealing when writing up their “conflict of interest” statements. Some details have been submitted to the executive committee for consideration.
- NAGPRA update: TCHA’s letter regarding the MSU collection was mailed out to a wide range of contacts. Now coordinating with MSU to discuss transfer with interested tribes.
- Anthropology students from Purdue are working with the Ouiatenon collection this semester by re-housing artifacts in archival material, updating the location inventory and typing information from catalog cards into a searchable database.
- The Tippecanoe County Park Foundation Board has approved up to \$1,000 grant for construction of an exhibit case for the eagle statue. Kelly is working with the contractor to schedule the construction. Henry Poor Lumber has donated \$554 worth of building supplies.
- Volunteer completed index of Phillips Studio negatives collection and began working on index of J&C negatives (which will be continued by other volunteers) and an index of accessioned negatives.
- Volunteer is un-boxing, shelving and cataloging the high school yearbooks.
- Student volunteer has started cataloging infant clothing.
- Volunteers returning to work to catalog medals and buttons collection, photographs and to scan photographs.
- City of Lafayette ordered \$120 (with discount) worth of historic images, \$75 from Museum of the Fur Trade for George Winter image.
- Spoke to the Rotary on April 20th regarding TCHA resources & collections.
- Loan of Masonic materials renewed for another year. These are on exhibit at History Center.
- 4 old dehumidifiers and 5 old computer towers taken to recycling.

Collections Committee- Met April 7

- 14 new accessions, 1 new expendable created.
- No material for Deaccession in April.

TCHA Library Report
Amy Harbor
April 2021

- April Library income is over \$400 through 4/23/2021
- Staff and library volunteers attended an online presentation by the Indiana Historical Society entitled “GIS in the 1700s! Indiana’s Historic Land Records Field Notes Digitized Into Online Maps”
- Successfully fixed a printing issue caused by a Windows 10 Update, thanks to help from a TCHA member with an IT background
- Five email inquiries in April through 4/23/2021
- Twelve telephone inquiries in April through 4/23/2021
- Six scheduled in-person researchers so far in April and several unscheduled “drop-ins”
- Four volunteers are back to working in the library on a regular basis
- Three more volunteers plan to return in May
- On-going projects include:
 - Digitizing funeral home card index from Wm. Folckemer, Undertaker – one of the earliest for whom we have records
 - Digitizing Children’s Home card index from 1888 to the 1930s
 - Proofreading and book checking court book indexes done during the lockdown
 - Indexing and proofing indexes for Estate records from 1826 to 1959
 - Boxing and indexing 1960s Estate files
 - Indexing and filing loose papers from Superior Court cases
 - Preparing finished indexes for upload to TCHA webpage

Tippecanoe Battlefield Museum and History Store Report
Trey Gorden
April 2021

April has been a month of settling in for me. I've been getting to know the stock at the store and getting to know the patrons of the museum. I'm slowly working my way through the reading list Rick gave me when I started, and I'm finally feeling comfortable with my interpretation of the history for our guests.

COVID continues to be a concern. The great majority of our patrons comply with our mask policy without complaint. We have been under order to keep occupancy down to less than 20, and on the weekends the crowds have been large enough that Laura has had to implement our card system for limiting crowd size.

Our visitor numbers continue to be good. This month we have had 676 guests as of the 20th, 413 if we start counting on the 5th. We reopened on March 5th, and for that same period that month, we had only 369. Compared with this time in 2019, things look even better. Counting from the 21st until the 20th, we had 876 guests this month in 2019, whereas this past month we have had 1,051. I got in touch with Battle Ground potter Diana May about the possibility of her designing and producing a line of mugs for the Feast. She is out of town, but we will meet after she returns, at the end of this month.

I began speaking with Angie Bruntlet to redesign a Battlefield T-shirt based on our Sunset Hill mug design.

We began shooting a promotional video last month, and we had planned to do the outdoor portion this month. The weather has not cooperated, however. The videographer wants the battlefield to be verdant and lovely, so we are putting completion off until the weather and the trees cooperate.

We are converting our inventory and point of sale from QuickBooks POS to Square. Our free version of Square lacks several of the necessary features that QB POS had. In order to gain that functionality through Square, we would need to purchase their subscription service, which costs \$60.00 a month per location. Lorita, however, has determined that QuickBooks Online, which we already use, should be able to interface with Square and provide the functionality we need. Getting the software working is proving to be complicated.

Previous calls to Square support have not been helpful because they didn't have my name on file as a person qualified to receive support. Leslie has since added me to their list, which should help.

**Programs Report
Leslie Martin Conwell
April 2021**

Programming update:

- April 20- “The Rise of the Celebrity Presidency”- Kathryn Cramer Brownell. The program was held virtually, and 13 attended. The presenter did an excellent job!
- The program committee has met on a monthly basis. Have any ideas on programming for 2021? Contact Leslie at programs@tippecanoehistory.org.
- **The 2021 program grid as it stands now- more to be added:**

Programs left to reschedule from 2020

Topsy Canoe	Walt contacting	After COVID
Drink In History	Walt contacting	After COVID

2021 Programming

Program	Presenter	Date	Time
Annual Meeting	Board	2/26/2021	6:00 PM
Maple Sugaring at Ouiatenon	Fort	3/6/2021	10 AM - 4 PM
Archaeological Perspectives on Beer Container Innovation	Kory Cooper	4/29/2021	11:00 AM
Purdue Ag	Victor Lechtenberg	Reschedule	6 PM-7 PM
Show & Tell- Books and Education	David Hovde	5/11/2021	11:30 AM-1 PM
French Lifestyles at Ouiatenon	Fort	6/5/2021	10 AM-4 PM
Show & Tell- Ouiatenon Artifacts 1	Leslie Conwell	6/8/2021	11:30 AM-1 PM
Early History of Fife & Drum Music	Malcolm Duncan	6/9/2021	6PM-7 PM
Tour of the Veterans Home	Emily Larimer	6/24/2021	12 PM-1 PM
History of Home Food Preservation	Leslie Conwell	6/26/2021	12 PM-2

			PM
Show & Tell- Lizzie Shoemaker	Pete Bill	7/13/2021	11:30 AM-1 PM
Purdue and Amelia Earhart	Sammie Morris	7/20/2021	12 PM-1 PM
Powerful Women of Purdue	Katharine Watson	7/28/2021	6 PM-7 PM
Heirloom Gardening in Indiana	Leslie Conwell	8/3/2021	6 PM-7 PM
History of West Lafayette	Nick Schenkel	8/19/2021	12 PM-1 PM
Show & Tell- Artifacts from the Battlefield	Rick Conwell	8/10/2021	11:30 AM-1 PM
Folk Music	Annie Hatke Schap	9/8/2021	6 PM-7 PM
Show & Tell- Fraternal Organizations	Ken Moder	9/14/2021	11:30 AM-1 PM
Show & Tell- History of 9 th St. Hill	Janna Minjarez	10/12/2021	11:30 AM-1 PM
Show & Tell- Ray Ewry Story	Cindy Eberts	Sometime in October?	11:30 AM-1 PM
Opera Program	Audrey Johnson	10/23/2021	?
Halloween Party		10/29/2021	7 PM-10 PM?
Divided Paths	Angie Klink	11/10/2021	6 PM-7 PM
Show & Tell- Ouiatenon Artifacts	Leslie Conwell	11/9/2021	11:30 AM - 1 PM
Battle Commemoration		11/7/21	11 AM-3 PM
Show & Tell- Christmas Holidays	?	12/14/2021	11:30 AM-1

Christmas Celebration

12/11/2021

PM

5 PM-8 PM

Feast of the Hunters' Moon
Leslie Martin Conwell
April 2021

- There was no Feast committee meeting in April, as that is the month traditionally reserved for the Feast food booth meeting.
- All of the Feast food booths have indicated they are interested in returning for 2021 except two- one is dropping out and we haven't heard back from another. We have another group to fill the vacant booth, and two more groups wanting to do a new food booth. The food booth meeting is scheduled May 12 and will be held virtually.
- Program performers have been contacted to see if they are interested in performing this year. The overwhelming majority indicate they are planning on coming.
- The 2021 Feast application is complete and will be posted on the website and emailed to participants the second week of May.
- Ouiatenon artifact photos have been posted on the Feast group Facebook page on a daily basis, and several videos were done.
- Grounds arrangements contacts have begun, i.e. trash, buses, etc.
- Jeff Schwab and I attended an event organizer meeting, with many other community event organizers in attendance, with Tippecanoe Emergency Management and the Tippecanoe County Health Department there to give updates and answer questions. The importance of social distancing, de-densifying event grounds and spreading things out, possibly limiting public attendance, and COVID sanitation expectations were discussed. Jeff and I also had a private meeting with Tippecanoe Emergency Management and the Tippecanoe County Health Department to get their recommendations as to what they would like to see implemented specifically for the Feast. Since COVID is an ever changing situation, the guidelines will be reviewed as the Feast gets closer.

Other Committee Reports April 2021

Ouiatenon Preserve Committee

- A new program “Local Trails” administered through DNR has \$10 million to distribute for trails projects in the state. November deadline but Colby will submit proposals to fund the \$1.1-1.5 million estimated for the proposed interpretive trail at the OP. 80/20 split, leaves \$100-200k to fund from TCHA/Whistler.
- There will be no archaeology field school at the preserve. Dr. Strezewski was still waiting to hear from SIU and the clock ran out on Purdue’s end of things dealing with logistics.
- OP Committee began discussion of hosting a dedication ceremony for the National Historic Landmark designation. Possibly end of July or Beginning of August depending on county COVID recommendations.
- OP replacement of handicap parking signs at OP pullout parking area. Were put in place with metal posts. Replaced with wood. OP Committee gave okay to use \$200 to replace metal posts with wooden posts.

Operations Manager Report
Leslie Martin Conwell
April 2021

Administration:

- I would like to discuss bidding out staff health insurance for 2022 at the next Finance, Budget, and Risk Management committee meeting in July.
- Staff is not going to utilize the remote deposit scanner due to the charge from the bank of \$65 a month.
- TCHA's insurance company is now requiring forms to be submitted documenting the sexual harassment policies TCHA has in place.
- We received an audit request from the workers comp insurance company, which I will complete.
- Jeff and I are meeting virtually once a week to ensure good communication and smooth staff/board operations.

Grant follow-up and donations:

- The Amazon smile account for TCHA is now set up, so please choose TCHA to benefit from your purchases. In order to do this, you must go to [amazonmile.com](https://www.amazon.com/smile).
- I have attended numerous grant and social media webinars.
- TCHA received a \$5,000.00 donation from the county in support of educational programming. I was asked to speak at a county commissioners meeting April 5 to talk about the importance of TCHA to the community and to update the commissioners on the status of the 2021 Feast.
- 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:
 - NEH grant- thank you to Kory for bringing this to our attention
 - June- NCHS grant letter of intent due- (part of History Center roof?)
 - July 29- Community Foundation grant deadline (fall capital projects over \$7500- (part of History Center roof?)
 - November 30- Community Foundation NOW grant deadline
- A special thanks to the Development and Membership committee for working hard to come up with creative funding ideas!
- The committee has been reviewing documents from the TCHA Foundation and exploring ideas on how to secure estate bequests, donations, etc.

Maintenance:

- A routine inspection by the fire department at the History Center revealed that there is no fire alarm protection at the facility. The assumption by staff and board has been that Mulhaupt installed the same security/fire system at the History Center when it was being remodeled several years ago as they had done at Arganbright and the battlefield. Mulhaupt has given several estimates for smoke detector installation systems based on differing numbers of smoke detectors. These estimates range from 12 detectors up to 27.

Julie Byers put us in touch with Brian Alkire with the Lafayette Fire Department. Brian toured the History Center with Julie, Kelly and myself to advise on how many detectors should be installed. Brian thought the 27 detector plan was reasonable and should give proper coverage. Precision Electric is doing an estimate for us as well.

- Roof- History Center- We will target this project for the North Central Health Services and Community Foundation grants.
- Boiler- the Facilities committee will need to make some decisions as to the status of the boiler and whether it needs to be replaced. It passed inspection, but there are some issues that are getting worse. The boiler is 40+ years old.
- Staff is cleaning Arganbright and the History Center on a weekly basis, and would appreciate board members' help. Duties include sweeping, dusting, trash cans, and cleaning sinks/toilets. Please contact myself or Kelly to sign up.

Public engagement:

- Numerous posts made to social media, including creating Facebook events, updating the website, and Ouiatenon artifact photos.
- Several videos on the Ouiatenon artifacts have been posted on the Feast group page.
- I met with the organizer of the Tippecanoe Latino Festival, which is scheduled for September 25 to share ideas on how events should respond to COVID protocols. TCHA has donated 4 Feast family passes for the Latino Festival's fundraising efforts. In return, TCHA is a featured sponsor and will be featured on social media and their advertising. TCHA also receives a free table at the event to promote TCHA. I will be on the Feast grounds doing setup that day, so we need board members to staff the table at the festival. This is a great outreach opportunity.
- I have been asked by community activist Deanna McMillan to serve on the Juneteenth Celebration committee. Juneteenth is the celebration commemorating the ending of slavery. The event will be held June 19 and is envisioned as an opportunity for the community to come together. Details to be posted later
- The Civil War Roundtable held their meeting virtually April 13. The presenter came to the History Center and I assisted him doing the Zoom from my computer.
- Ball State has an honors student working with staff to create various social media posts about local history.
- Jeff and I had an initial meeting with several City of Lafayette staff to begin discussions on the role of TCHA in the Bicentennial of Lafayette planning. David Hovde will be chairing the TCHA committee.

Staffing:

- Special thanks to all of the staff for continuing to be budget conscious.
- Updating the employee manual will be a major project that I will be working on shortly.
- Staff is meeting on a monthly basis via Zoom.

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 Committee
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