

**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, May 23, 2023
HYBRID MEETING – IN PERSON and ZOOM**

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

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

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

Connecting Information for Zoom Meeting

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

Join Zoom Meeting

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

Meeting ID: 821 7763 7216

Passcode: 830615

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Dial by your location

+1 646 931 3860 US

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

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

FUTURE DATES FOR MEETINGS and EVENTS

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

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

- June 27, 2023
- July 25, 2023
- August 22, 2023
- October 24, 2023 (no September meeting due to Feast)
- November 28, 2023 (Thanksgiving is November 23)
- December 19, 2023 – Budget Meeting (3rd Tuesday due to Christmas holiday)

AGENDA

- Call to order
- Minutes from April 25, 2023 Board meeting – *Pages 4-7*
- Trust report from Jim Keene of First Merchants
- Officers' reports and business
 - President
 - Conflict of interest and whistleblower forms
 - Employee Benefits Committee – Personnel Manual
 - Vice President
 - Secretary
 - Treasurer
 - Account balances (cash balance) – *Pages 8-10*
- Executive Director report – Claire Eagle – Page 11
 - Property insurance renewals
 - Mulhaupts problems continue
 - HVAC problems at History Center and Arganbright
- Battlefield Museum report – Trey Gorden – *Page 12*
 - Visitor numbers are not what I'd want, and I continue to blame the road closure.
 - Signs are out and I hope that addresses the issue.
 - Looking for a Feast Assistant.
- Membership – Kelly Lippie – *Page 13*
 - Articles for the next membership newsletter are due to Kelly or Brooke on Friday June 9th.
 - Gift membership offer sent out along with membership renewal letters for May that offers 2 free months of memberships with the purchase of a gift membership.
 - Still trying to work out how to offer recurring payment options and gift membership through Square for online purchases.
- Collections Committee – Kelly Lippie – *Page 14*
 - Please review the revisions that the Collections Committee is suggesting for the Collections Policy. The additions/ changes are highlighted in yellow in the document
- Library Report – Amy Harbor
- Feast report – Leslie Martin Conwell – *Page 15*
 - Feast committee members and Feast volunteers will be cutting booth poles at Prophetstown State Park on June 10. Volunteers are needed.
 - TCHA board member Brooke Sauter has kindly volunteered to teach sewing classes to Feast participants wanting to upgrade their period clothing. Classes will be at the History Center.
 - A Feast Volunteer Call-Out will be held August 26 at 6 p.m. at the History Center.
- Notes from Committees – *Pages 16-17*
- Any Other Business
- *END AGENDA*

Minutes for April 25, 2023
TCHA Board of Governors Meeting
In Person at the History Center and Zoom Meeting

Board President Jeffrey Schwab called the TCHA Board of Governors to order at 5:15 pm at The History Center. Governors attending in-person were Jeff Schwab, Dave Sattler, Lorita Bill, Nick Schenkel, Pete Bill, Kevin Cullen, H Kory Cooper, Marsha Selmer, Brooke Sauter, Quentin Robinson, John Thieme, Del Bartlett; Governors Julie Byers, Colby Bartlett, Jeff Burnworth, Todd White, and Walt Griffin attended online. Governor David Hovde was not present in person or online. Executive Director Claire Eagle and Curator Kelly Lippe were also present in person. TCHA staff attending online were Battlefield Museum and Store Manager Trey Gordon, Research Librarian Amy Harbor, and Feast Event Manager Leslie Martin Conwell.

The Minutes of the March 28, 2023, Board Meeting were presented and approved as with correction (Amy Harbor can help with ordering TCHA products from Land's End but will not do the actual ordering for individuals) by voice vote after a motion and second from Dave Sattler and Marsha Selmer.

The President announced that most of the Conflict of Interest and Whistleblower forms had been received; a few board members still need to fill out and return them.

He announced that Jim Keene from First Merchants Bank will attend our May Board meeting to present the state of TCHA's investments with the Bank.

The Employee Benefits Committee will meet this summer to revise TCHA's Personnel Manual.

Vice President Sattler had nothing to report.

Secretary Schenkel had nothing to report beyond the Minutes of the March 28 meeting.

Treasurer Lorita Bill reviewed the Treasurer's report (see attached), drawing attention to the savings that continue this year in the Salaries budget line (6001). She drew attention as well to the increased net operating income shown (an increase of \$33,017 compared with last year though the overall Operating Income total remains negative. Finally, she noted that TCHA received quarterly trust distributions in March in the amount of \$20,996.67.

The Budget, Finance and Risk management Committee met on April 17; nothing was noted that was of concern. Treasurer Bill requested permission to invest in a CD at First Merchants Bank at a rate of 4.75% for six months. Without objection the Treasurer was given permission to do so.

Treasurer Bill and the Committee recommended investing the excess funds earned by TCHA from 2022, in the amount of \$50,000, in the TCHA Trust. Upon a motion by Vice President Sattler seconded by Pete Bill the motion was approved by voice vote.

Treasurer Bill, when asked by a board member, noted that TCHA now has approximately one million two hundred thousand (\$1,200,000) invested in the TCHA Trust with an additional three hundred thousand (\$300,000) in the Weatherall Trust.

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

She thanked us for our continued warm welcome to TCHA.

ED Eagle reported that TCHA's property insurance (through Underwood Insurance) is scheduled to be renewed on May 10. She is working with the Agency to see that the renewal is accomplished.

After discussing the challenges offered by the existing security system through Mulhaupts ED Eagle was encouraged by the Board to seek more information (and possibly a quote) from All Star Security as a possible replacement for TCHA's current building security services.

She reported on Programing, on grants and donations (see attached Report).

Trey Gordon presented the Battlefield Museum Report (see attached). He highlighted the increased number of visitors to the Museum between February and March 2023 but noted that road construction has likely been the cause of a smaller number of visitors for the first quarter of the year in 2023 compared with 2022. The closing of 9th Street for additional road repairs is likely to continue to reduce the number of visitors to the Museum beginning in April.

Though alternate routes to the Museum have been posted by the County, Trey is obtaining pricing for our own TCHA signage options for travelers seeking an alternate route to the Museum.

Kelly Lippe presented the Membership Committee Report and the Collections Committee Report (see attached documents). She announced nineteen (19) new TCHA members have been added to our membership rolls since the last Board meeting; fourteen (14) were recruited by Board members. Gifts were given to board members who had done successful recruiting.

Ms. Lippe is working with other TCHA staff to see if automatic renewals can be available when membership is purchased with Square online.

She presented the Collection Development Report, praising the work of TCHA interns who completed many scanning and cataloging projects.

In addition to the many activities and acquisitions noted (see attached) Ms. Lippe told us she is working with a contractor and Huston Electric to move the historic light pole from Fowler House to storage at Argenbright Center.

An updated Collections Policy will be ready for Board review at the May board meeting.

TCHA Librarian Amy Harbor presented the Library Report (see attached). She noted TCHA's genealogy class is well attended with ten participants. The program may be offered again later this year.

Ms. Harbor asked board members for our help as docents at the upcoming Greenbush (May 20) and Spring Vale (September 21) cemetery tours.

Leslie Martin Conwell presented the Feast of the Hunter's Moon Committee Report (see attached). She reported the annual food booth organizational meeting was held on April 19 and several booths who did not join the Feast in 2022 are likely to rejoin in 2023. Two news groups have expressed real interest in hosting a food booth this year as well.

The feast received a \$5,000 sponsorship grant from Visit Lafayette-West Lafayette and thanks were offered to Board Member Brooke Sauter for laundering and preparing some of the Feast clothing that is loaned to volunteers each year. She noted as well that a Feast period clothing/costuming class is being organized by Ms. Sauter.

Ms. Martin Conwell reported that Fast Registration income is now being received and the shuttle bus service with City Bus as well as parking facilities with Purdue University are being negotiated.

She shared Feast Facebook statistics with us, which showed 15,982 views in the last month from ten (10) different countries (including the US).

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

An extensive written report was provided by Pete Bill on behalf of the Development and Membership Committee Chair (see attached) which includes announcement of a three thousand (\$3,000) grant from Indiana Humanities to assist TCHA with hosting the Miami Tribe at the Feast.

The same Report included an in-depth follow-up on the Board's March discussion, led by Chair Pete Bill, on how we can increase TCHA's visibility in the community, from better recognition of the logo through the many opportunities we have for Board members and the organization to publicize TCHA at community events.

Buildings and Grounds Chair Pete Bill reported on many repairs/updates and longer-term maintenance needs that are being implemented or explored by the Committee (see attached).

Leslie Conwell reported that the Historic Markers Committee has no report.

The Lafayette Bicentennial Publications Committee has released a list of topics for potential contributors/writers for the planned 200th anniversary publication. Please contact Chairperson David Hovde with interest and with questions about article writing.

Because Committee Chair David Hovde was not present, President Schwab urged us to encourage authors to contact Mr. Hovde about interest in writing articles for the 200th anniversary book.

Chair of the Ouiatenon Preserve (OP) Committee Kory Cooper, reported that the committee had met prior to last month's board meeting and will likely meet again in May. Communication challenges with the Ouiatenon Preserve Inc. continue to be a concern.

Chairperson Cooper reported there is now a new museum director at the IU Museum of Archaeology with whom he can discuss matters of interest, in particular the disposition of the Ouiatenon Collection held at the IU Museum.

Landscape maintenance (mowing in particular) has commenced at the Preserve with the arrival of Spring weather.

President Schwab reported that April programs were well received by the community. Many thanks to Vice President Dave Sattler for a stellar program focused on his many years of cartooning with the J&C.

Plans are being developed for programs in 2024; there may be a subcommittee that will focus on events specific to the 200th anniversary of the City of Lafayette (in 2025), coordinating with Lafayette City officials interested in the 200th anniversary celebrations.

The Publications Committee chair David Hovde was not present (as noted earlier with the Bicentennial Publications Committee); President Schwab urged the committee to report on their progress at the May meeting.

There being no additional business Vice President Sattler, seconded by Board Member Cullen moved adjournment and the motion was approved by a voice vote at 6:20 pm.

Submitted by Nick Schenkel, TCHA Secretary

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

Tippecanoe County Historical Association			
Selected Accounts			
April 2023			
	4/30/2023	3/31/2023	Change from Last Month
Bank Accounts			
1000 Petty Cash	571.32	571.32	-
1010 First Merchants Checking	246,010.71	259,101.75	(13,091.04)
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	88,240.10	88,521.38	(281.28)
1045 Feast Rainy Day Account	100,050.39	100,048.75	1.64
1150 Undeposited Funds	338.85	159.04	179.81
Total Change in Cash	471,222.85	484,413.72	(13,190.87)
			-
2000 Accounts Payable	(5,791.87)	(3,014.90)	(2,776.97)
2005 Credit Card	(4,901.18)	(6,527.14)	1,625.96
Cash less AP and Credit Cards	460,529.80	474,871.68	(14,341.88)
	4/30/2023	4/30/2022	Change from Last Year
Bank Accounts			
1000 Petty Cash	571.32	571.26	0.06
1010 First Merchants Checking	246,010.71	190,294.74	55,715.97
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	4,278.33	38,776.08	(34,497.75)
1027 Ouiatenon Preserve Account	88,240.10	79,316.96	8,923.14
1045 Feast Rainy Day Account	100,050.39	100,030.40	19.99
Moved to TCHA Trust 10-17-22	50,000.00	-	50,000.00
1150 Undeposited Funds	338.85	769.00	(430.15)
Total Change in Cash	521,222.85	441,491.59	79,731.26
2000 Accounts Payable	(5,791.87)	(7,244.15)	1,452.28
2005 Credit Card	(4,901.18)	(2,845.41)	(2,055.77)
Cash less AP and Credit Cards	510,529.80	431,402.03	79,127.77

			Change from
	4/30/2023	5/19/2023	4/30/2023
Bank Accounts			
1000 Petty Cash	571.32	546.37	(24.95)
1010 First Merchants Checking	246,010.71	246,234.15	223.44
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	88,240.10	88,089.39	(150.71)
1045 Feast Rainy Day Account	100,050.39	10,050.39	(90,000.00)
1046 Feast Rainy Day CD	-	90,000.00	90,000.00
1150 Undeposited Funds	338.85	49.82	(289.03)
Total Change in Cash	471,222.85	470,981.60	(241.25)
2000 Accounts Payable	(5,791.87)	(16,034.25)	(10,242.38)
2005 Credit Card	(4,901.18)	(3,112.88)	1,788.30
Cash less AP and Credit Cards	460,529.80	451,834.47	(8,695.33)
			Change from
Investment Accounts	3/31/2023	3/31/2022	Last Year
TCHA Trust	1,241,882.93	1,340,845.22	98,962.29
Wetherill Trust	341,763.93	392,139.44	50,375.51
Lafayette Community Foundation	30,207.12	34,340.37	4,133.25
Total Investments	1,613,853.98	1,767,325.03	153,471.05
*Investments are updated quarterly			

Tippecanoe County Historical Association Budget vs. Actuals: 2023

	Jan-Apr 2023		
	Actual	Budget	Variance
Income			
4015 Grant Income	-	-	-
4020 Contributions	43,797.73	35,820.00	7,977.73
4200 Museum Store Sales	6,823.81	7,500.00	(676.19)
4400 Library Revenue	739.70	800.00	(60.30)
4500 Membership Dues	7,677.50	4,115.00	3,562.50
4600 Programs & Education	4,669.46	5,600.00	(930.54)
5000 Feast Of The Hunters Moon	5,559.00	-	5,559.00
Total Income	69,267.20	53,835.00	15,432.20
Cost of Goods Sold			
7720 Merchandise Sold	3,096.73	3,375.00	(278.27)
Total Cost of Goods Sold	3,096.73	3,375.00	(278.27)
Gross Profit	66,170.47	50,460.00	15,710.47
Expenses			
6001 Salaries, Wages & Benefits	57,552.36	78,804.00	(21,251.64)
7003 Administrative Expenses	4,247.93	4,236.00	11.93
7004 Contract Services Administrative	7,830.26	7,300.00	530.26
7007 Equipment & Supplies	592.68	1,200.00	(607.32)
7012 Collections, Exhibits & Library	1,687.55	2,593.00	(905.45)
7013 Museum Store Expenses	384.97	1,105.00	(720.03)
7799 Insurance and Taxes	6,270.50	6,422.00	(151.50)
7815 Repairs & Maintenance	10,102.49	12,500.00	(2,397.51)
7816 Contractual Services - Facilities	2,204.69	1,400.00	804.69
7817 Utilities	17,019.23	18,610.00	(1,590.77)
8500 Membership Expenses	482.00	900.00	(418.00)
9100 Feast Expenses	12,695.61	12,554.69	140.92
9201 Programs & Education Expense	2,325.00	1,800.00	525.00
Total Expenses	123,395.27	149,424.69	(26,029.42)
Net Operating Income	(57,224.80)	(98,964.69)	41,739.89
Other Income			
4910 Other Income	3,700.00	2,800.00	900.00
6100 Investment Income (distribution)	22,639.58	21,940.00	699.58
Total Other Income	26,339.58	24,740.00	1,599.58
Net Income (Before Depreciation)	(30,885.22)	(74,224.69)	43,339.47

Executive Director Report
Claire Eagle
May 2023

Administration

- Property insurance renewed on 5/10. While we have already renewed, our agent is actively looking at other options. Our premium went up over \$8,000. While high increases are being seen everywhere, we feel it was a bit much.

Facilities

- Mulhaupts issues have still not been fixed. Escalated it to the Operations Manager, Jerry, who is now working on a total evaluation of our systems. Once an evaluation is completed, he will sit down with me go over it and find a way forward.
- HVAC systems at both the History Center and Arganbright are giving us problems. Quotes on the work from Blue Fox have been communicated with the facilities committee and a decision forward will be made soon.

Programming

- We were awarded a speaker from the Indiana Humanities Unearthed Speakers Bureau. Working with Trey to schedule the presentation (Living on Indigenous Landscapes) this fall around the same time as Commemoration.

Grants and Donations

- Received the checks from both Lafayette (\$15,000) and West Lafayette (\$3,000) for their pledged support.
- Trey, Kelly and I are exploring a grant opportunity from NEH for \$25,000. Application is due June 28th and the funds would support an evaluation and beginning of a plan for redesigning the exhibits at Battlefield Museum.

Battlefield Museum Report
Trey Gorden
May 2023

- Visitor numbers are not what I'd want, and I continue to blame the road closure.
- Signs are out and I hope that addresses the issue.
- Looking for a Feast Assistant.

This month we've had a slight drop-off in numbers from last month, with 610 visitors as compared with last month's 768. Both are way down from last year's 929. I'm hoping the signs I put out on Wednesday will help stave off some of the attrition from the construction. I still had a gentleman complain about how hard it was to find us, but after he was gone, the woman behind him said, "I don't know what he was talking about. I found you without any problem."

The signs, as I mentioned, are up now. I need to drive the route with someone who's never been here before and see how it goes for them. I hope it'll be clear. Feedback welcome! I went with the less expensive option for two reasons: (1) Less expensive! and (2) Allowed me to avoid the permitting.

Feast ordering is underway, and all that merchandise needs to be inventoried, sorted, priced, entered on spreadsheets and packed for transport to the 5 different locations we operate at the Feast. It represents a lot of work and requires a **temporary staff person** from early August to mid-October. That person must have good organizational skills, be fluent in the use of Excel spreadsheets, and physically able to handle a lot of packing and unpacking, loading and unloading. Except for the week of the Feast, it is a 2 to 3 day per week job, then starting Monday of Feast week, it is every day through the end of the event and a few days after. Feast week is normally a 70-hour work week; period clothing is encouraged.

If any of you knows of someone who might be a good fit for the job, have them call me at the museum store, (765) 567-2147. Retirees are good candidates as long as they are physically capable and not too computer-phobic. Ex-military folks are also good, as are recent college graduates who have not moved on to their careers yet. Full time students are not so good, due to that 70-hour week in October. I'd love someone who would be willing and able to do it year after year, but that's asking a lot. It is a paid position.

Membership Report
Kelly Lippie
May 2023

- Articles for the next membership newsletter are due to Kelly or Brooke on Friday June 9th.
- Gift membership offer sent out along with membership renewal letters for May that offers 2 free months of memberships with the purchase of a gift membership.
- Still trying to work out how to offer recurring payment options and gift membership through Square for online purchases.

Membership Level	Renewal Period	Total as of March 16	Total as of April 22	Total as of May 19
Individual (\$35)	Annual	62	63	64
Senior Individual (\$30)	Annual	73	75	75
Senior Couple (\$40)	Annual	80	83	85
Family (\$50)	Annual	53	56	57
School/Club (\$100)	Annual	0	0	0
Patron (\$100)	Annual	56	60	62
Sustaining (\$250)	Annual	17	19	19
Benefactor (\$500)	Annual	2	2	2
Treasure (\$1,000)	Annual	3	3	3
Lifetime	Lifetime	28	28	28
Total Memberships		374	389	395

Total members as of May 19, 2023 **395 members.** (381 members total in May 19, 2022)

TCHA Collection Department Report

Kelly Lippie

May 2023

- Hosting site for Purdue project “Visual Memories” that will scan photo albums from the community. TCHA will get copies for the digital archive. This is a 3-part workshop planned by Purdue faculty, TCHA is just offering the host site for the project.
- Spring interns all finished. Anthropology student has loaned his poster for display at the History Center. This is now on display along with posters from 2 other student projects- please check them out in the lobby.
- Returned loan of Masonic items that had been on exhibit at the History Center for 5 years. Now planning new exhibit for that display case that features TCHA artifacts that will change-out regularly like the other display cases at History Center.
- Working with Trey and Rick to plan label edits and cleaning of guns in the Gun Room at the Battlefield Museum.
- Ongoing volunteer projects in collections include: cataloging and scanning photographs, cataloging archival materials, sorting and weeding the vertical files, digitizing archival materials (advertising and political materials).
- Met with members of the Tippecanoe Quilt guild to discuss potential summer program.
- Met with volunteer from Haan Mansion and local church who wanted advice about archiving their records.
- Rick and Claire brought the History on Tour trailer back from winter storage at a volunteer’s barn. It was stored under cover because the ceiling vent was broken, leaving the roof open to the elements. After its return, it was covered until Jeff Schwab and Jeff Burnworth could replace the hood piece.
- Helping Purdue Honors College professors with several projects: 1. Visual Memories project needed host site (History Center); 2. Dr. Krishna’s students are helping Indiana Landmarks identify and write profiles for African American historic sites in Tippecanoe County and using TCHA resources to research them. 3. Another professor is also having students develop a walking tour of historic African American sites.

Collections Committee: Meeting held on April 5th

- 10 new accessions created.
- Several materials rejected.
- Committee discussed some revisions to the Collections Policy.

Board: Please review the revisions that the Collections Committee is suggesting for the Collections Policy. The additions/ changes are highlighted in yellow in the document. Be prepared to vote for approval or rejection of these changes at the June meeting. If you have questions about the policy, please contact Kelly before the next Board meeting.

Feast Report
Leslie Martin Conwell
April 2023

- The Feast steering committee meeting was held hybrid in May. Topics discussed included incoming applications, need to recruit food booths, PR, booth pole cutting, changes by the parks department in regards to permanent restroom facilities, and grant possibilities.
- Quiatenon artifact photos have been posted on the Feast group Facebook page
- Feast committee members and Feast volunteers will be cutting booth poles at Prophetstown State Park on June 10. Volunteers are needed.
- The Feast will be applying for an Indiana Humanities Action Grant for programming support.
- TCHA board member Brooke Sauter has kindly volunteered to teach sewing classes to Feast participants wanting to upgrade their period clothing. Classes will be at the History Center. See the schedule at the end of my report.
- A Feast Volunteer Call-Out will be held August 26 at 6 p.m. at the History Center.
- Feast of the Hunters' Moon Group Facebook statistics for the last 28 days:
 - 17,627 people viewed the page
 - There have been 240 posts and comments
 - The 35-44 age group is the page's largest demographic
 - People from 10 different countries viewed the page

Feast Sewing Circle Schedule



Other Committee Reports

April 2023

Development & Membership Committee

A Consent Agenda was accepted by the committee containing a review of all currently active projects so the Committee could focus on a plan for engagement/development for the rest of 2023. A couple of items were removed from the Consent Agenda and added to the regular Agenda:

- Indiana Humanities Grant report has been completed and we've received the \$3000 to support the Miami Tribe at the Feast
- Claire reported we received \$15,000 check from the City of Lafayette (the Mayor had said he would give us \$10-15 K to support TCHA)
- Claire reported we received \$3,000 check from the City of West Lafayette (the Mayor had thought he could get us \$5,000)

Agenda

- Brooke Sauter is now co-chair (replacing Erika Kvam)
- Giving some perk to new memberships signed up at the Feast was discussed. It was decided that to avoid accounting problems, it would be better to give an "extended" first year membership that would start at the time of sign up at the Feast and extend until January 1st, 2025 (get an additional 3 months)
- Discussion about funding of Historical markers. There is no money in TCHA's operational budget to fund this. A new sign typically runs about \$3500. A number of suggestions were made for possible external funding (Indiana Historical Bureau, interested or invested groups tied to the particular historical marker, other state or federal agencies for historical markers of particular interest or niche, etc.) Del and Claire are both on that committee and will communicate the ideas to that committee.
- Claire will set up a meeting with Candice Silver to gather information on planned giving programs with The Community Foundation that would benefit TCHA
- Development Campaign for 2023. Decided not to repeat the cost to produce the color brochure from last year. Claire favors a "personalized" letter using a base letter but allowing Board members, staff, or volunteers to add short personal notes (e.g., "Hi Jim, Hope you're doing well.") to make the letters seem more personalized. Will add a sticker to the back of the envelope with the Feast logo and TCHA logo and the date of the Feast (free advertising). Use TCHA imprinted envelopes so the mailing looks more professional. Include a stamped, self-addressed envelope for returning (studies have shown better return when these are included). Letter should be printed with a perforated section that can be filled out and stuck into the return envelope to make it as easy as possible for the recipient to reply. Letter will be formally signed by Claire and Jeff Schwab. Will have a "stick and lick" mailing assembly "party" to put all the mailing together. TARGET DATE: MID AUGUST 2023
- Still need targeted campaigns for specific things: Legacy Bricks, planned giving, trust and estate giving, endowment specific campaign (Campaign for the Future)
- Board will need to decide on this development campaign 2023 how much is for operational budget and how much is endowment targeted.

Facilities Committee

The Committee did not meet this month.

See comments about facilities in the Executive Director's report.

Historic Markers Committee

Lafayette Bicentennial Publications Committee

Ouiatenon Preserve Committee

Program Committee

Members present: Pete Bill, Leslie Martin-Conwell, Claire Eagle, Amy Harbor, Brooke Sauter, Jeff Schwab
Other members: Walt Griffin, Quentin Robinson

1. Zoom Manual and Training

- Leslie and Claire were able to test the Zoom system. Jeff has a few tweaks to make and then a final version of the manual will be completed. A copy will live on the computer cart in the banquet hall for anyone that might need it.

2. Previous Program Review

- Monday, April 10 – School of the Artifact: 14 attendees
- Monday, April 17 – Historic Home Research: 31 attendees
- Genealogy Course: 10 attendees (sold out)

3. Upcoming Programs

- Saturday, May 13 – Family Day at the Fort: Candle Dipping
 - Leslie has already sent a form to Parks, so they know that we are hosting programming.
- Saturday, May 20 – Greenbush Cemetery Tour
- Saturday, May 27 – Walking in Their Footsteps
- Saturday, June 3 - La Fête de Saint Jean Baptiste Celebration
- Saturday, June 3 – Family Day at the Fort: Games Children Played
 - Claire will send form to Parks and let them know about both programs on this day. She will also contact the Sheriff's department to warn them of black powder demonstrations.
- Thursday, June 8 – Stories Buildings Tell
- Monday, June 12 – School of the Artifact: Weird Whatzits

4. 2024 Programs

- The program committee is looking at options of creating an additional committee for Bicentennial events.
- A list was started of programs for next year. The list will be added to and refined throughout the summer.

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 Stembaugh
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 *
Pete Bill
Amy Harbor
Kelly Lippie

Quentin Robinson
Brooke Sauter
Jeff Schwab
Other Members:
Mary Anthrop

Carol Bangert
Joan Briller
Joseph Briller
John B 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