

**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 24, 2022
HYBRID MEETING – IN PERSON and ZOOM**

Members of the Board (total: 19 – quorum: 10)

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

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/81448170868?pwd=MXR4OEw1ZWVveElhTzZqZktDc25Ddz09>

Meeting ID: 814 4817 0868

Passcode: 194480

One tap mobile

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Dial by your location

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+1 669 900 6833 US (San Jose)

+1 929 436 2866 US (New York)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

Meeting ID: 814 4817 0868

Passcode: 194480

Find your local number: <https://us06web.zoom.us/j/kdEi6RRQxf>

FUTURE DATES FOR MEETINGS and EVENTS

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

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

- Tuesday, June 28th, 2022
- Tuesday, July 26th, 2022
- Tuesday, August 23rd, 2022
- Tuesday, September 27th, 2022
- Tuesday, November 8th, 2021 (2nd Tuesday of the month – combined Oct/Nov meeting)
- Tuesday, December 13th – Budget meeting (2nd Tuesday of the month – early due to holiday)

AGENDA

- Call to order
- Minutes from April 26, 2022 Board meeting – *Page 5-8*
- Trust Report from First Merchants – Jim Keene (separate file)
- Officer’s reports and business
 - President
 - Supplemental Agreement with OPI suggestion
 - Vice President
 - Treasurer
 - Account balances (cash balance) – *Pages 9-11*
 - Secretary
- Contracts – Del Bartlett
 - Battleground Lease with Parks Board
 - Supplemental Agreement with OPI
 - Glenn Black Laboratory Collection Ownership
 - MOU with Sportsman Club
- Executive Director report – Leslie Martin Conwell – *Pages 12-13*
 - Insurance renewal policy received.
 - TCHA received \$45,500.00 from the Community Foundation for roof replacement at the History Center.
 - The French Heritage Conference was held at the History Center on May 12 and was a success.
- Battlefield Museum report – Trey Gorden – *Page 14*
 - Visitor numbers up from last month, and way up from last year.
 - First online store sales.
 - Began placing Feast orders and planning for Feast mugs and T-shirts.
- Membership – Kelly Lippie – *Page 15*
 - Newsletter articles are due by Friday June 17th to Kelly
 - Currently sending out survey to new members to learn their reasons for joining
- Collections Committee – Kelly Lippie – *Page 16*
 - Work continues in the basement interim storage at the History Center
 - Battlefield will host traveling exhibit from Indiana Historical Society June 24- July 29. “Who is a Hoosier?”
- Library Report – Amy Harbor
- Programs – Leslie Martin Conwell – *Pages 17-18*
 - "Show & Tell- How the Ice Age Affected Indiana Landscapes"
 - “The Search for Fort Ouiatenon”
 - “Folk Classification for French Colonial Artifacts, Focusing on Kettles”
- Feast report – Leslie Martin Conwell – *Page 19*
 - Feast committee members and Feast volunteers cut booth poles April 30 at Prophetstown State Park.
 - Numerous service contracts for Feast grounds and transportation needs have been confirmed.

- Notes from Committees – *Pages 20-22*
 - Development & Membership Committee – Erika Kvam/Pete Bill
 - Facilities Committee – Walt Griffin/Pete Bill
 - Historic Markers Committee
 - Lafayette Bicentennial Event Committee – David Hovde
 - Lafayette Bicentennial Publications Committee – David Hovde
 - Quiatenon Preserve Committee – H. Kory Cooper
 - Publications – David Hovde
- Any Other Business

END AGENDA

Minutes for April 26, 2022
TCHA Board of Governors Meeting
In Person at the History Center and Zoom Meeting

Attending: Walt, Julie, Quentin, Marsha, Todd, Dave Hovde, Jeff Schwab, Kelly, Leslie, Pete, Lorita, Nick, Jeff Burnworth, Del, Dave Sattler, Erika

Virtual: Kory, Trey, Amy, Kevin, John

- Call to order – 5:15
- Minutes from March 22, 2022 Board meeting
 - Change Walt, Jeff Burnworth name spellings
 - Motion to approve: Marsha
 - Second: Dave S.
 - Approved
- Officer's reports and business
 - President
 - Leslie Title Change (tabled last month, job description committee met 4/25). Job description to be updated by Employee Benefits Committee, approved by committee last night. Nick asked if Leslie had reviewed, Leslie affirmed.
 - Motion to change job description: Todd
 - Second: Jeff B.
 - Approved unanimous
 - Motion to change Leslie's title: Lorita
 - Second: Marsha
 - Approved unanimous
 - MOU with Gathering Church to install A/V wiring and equipment. TCHA can use equipment while they are renting. A/V Wiring upgrades remain permanent part of our building. Facilities com has reviewed & recommended, exec com has approved. If no dissention, approval will stand. Pete elaborated that facilities committee recommended because Jeff S. did walkthrough with Gathering reps in order to write the contract. Jeff B. added that work will be done by someone responsible, not just ripping out wires.
 - Vice President - no report
 - Treasurer
 - Account balances (cash balance) – still up about \$172k since last year, not a lot of special income in April, May will probably be lower as well, but have feast applications and school tours coming in. Lost about 6% total value of investments, but that's in line with market. Still doing better than budget due to contributions and grant income. Better than budget on expenses due to not hiring a person yet and not needing maintenance/repair. Missed utilities budget by a bit due to gas, etc being more expensive right now. Loss on investments is \$113k for quarter.
 - Secretary – no report
- Contracts – Del Bartlett
 - Battleground Lease with Parks Board: Del has call in to director
 - Supplemental Agreement with OPI – With OP Committee. Kory replied that it is basically done and had been handed back to board. Nothing added or changed in committee, will get together with Jeff before next board meeting.
 - Glenn Black Laboratory Collection Ownership – Del and Kory are working on it—not much established, but have point of contact.

- MOU with Sportsman Club.
- Finance, Budget, and Risk Management Committee – Lorita Bill
 - Need approval of 990. Committee reviewed investments and 2021 form 990 tax return. Looking at 18% increase on premiums from prior year for insurance, but still wouldn't do much good to shop around. Recommended to stay with Philadelphia Insurance for another year. Will have to start earlier to shop around, though.
 - Motion to approve draft for filing of tax return: Pete
 - Second: Jeff B.
 - Pete asked: was there anything unusual about this year? Lorita replied they had to use a different software because need to e-file now, can't mail. Del elaborated with a clarification on why e-filing is now required.
 - Approved unanimous
- Operations Manager report – Leslie Martin Conwell
 - Loss ratio was 102% on insurance, to explain raise. Roof grant: should hear back soon. Pete, Lorita, and Dale met with Community Foundation to talk about setting up legacy donations. We can apply for more than one grant through CF per year. Annual appeal is with designer, should be hearing back soon. Brooke Sauter will be doing more photos. Appeal is moving.
 - Walt, Kevin, Jeff B., and Pete all came to look at lights in Arganbright, are coming up with a plan to apply for grant. Moving on other facilities stuff like crash bars, kitchen, floor care.
 - Fort Door hardware replaced
 - History Center kitchen passed inspection
 - Started doing more Battlefield tours this month (tis the season), so that's good. Tour info is on website if curious. Trey and Rick have been helping with tours, and Laura too.
 - Great first meeting of Historic Markers committee, with people stepping up to take charge.
 - Social media numbers are positive, with thanks to Quentin.
- Battlefield Museum report – Trey Gorden
 - Visitor numbers way up from last month, 469 more people this month than last. Not quite as much as same month last year, but still dramatic rise
 - Doing Feast prep, including Food Booth meeting. Design team for mug are all still "in", which is good news, set to meet soon for new design work.
 - Cash Register issues in good shape, Square sent replacement part
 - Online store work continues, expanding offerings and looking to better communicate our. Pete suggested that perhaps Brooke has experience with online optimization. Leslie will check with her.
- Membership – Kelly Lippie
 - Nothing new happening, totals are steady. New members making up for members dropping off.
- Collections Committee – Kelly Lippie
 - Keeping on with all the regular projects. Students are wrapping up projects and will be leaving for the semester. Working on new exhibitions for trailer, George Winter at Battlefield.
 - Need action on deaccession of miniature horse collection. Not related to collections.
 - Motion: Quentin
 - Second: Marsha
 - Discussion of what happens to items that are deaccessioned, including sale, auction, other institution.
 - Approved unanimous (no neighs)
- Library Report – Amy Harbor
 - Nothing to report
- Programs – Leslie Martin Conwell

- Programming is ramping up, with membership being very responsive to emails. Constant Contact is much easier to use, really taking time off emails. Pete: Purdue email addresses having problems receiving emails, Kelly: have noticed that with Purdue email addresses.
- Good attendance with programs, including today's with Pete (23). 37 at flood program, 36 at DNR program. Many completely booked in advance. Civil War event well attended at weekend, history trailer had good exhibit (thanks Kelly). Group will be making donation to support our work.
- Kory is working with Leslie for field school programming, open to the public. Battlefield tour, Greenbush Cemetery tour. Both will be moved inside if rain. Ice age in Indiana, by Dr. John Harbor (with fossils from collection). Lorita passed on feedback of postcards is that they're too small too read. Leslie replied that that's a valid point, but it's a balancing act to include some description. Postcards are free, so can't be too picky. Discussion of pros and cons.
- Feast report – Leslie Martin Conwell
 - Feast applications were mailed today, tomorrow at latest. Beginning of Feast revenue stream. Snail mailed because there is better compliance than online/emailed applications.
 - Pole cutting scheduled for this Saturday, April 30. Meet at Battlefield unless weather is bad, and it looks like it might be. Great partnership with Prophetstown.
 - Forfarbridies and Croquignoles are coming back. Apple dumplings will not be back, but we are looking to replace them with another group. Also, we've found that you can document tamales back to the proper time and place, which would be a great addition to Feast fare. Researching possibilities with local groups.
- Notes from Committees
 - Facilities Committee – Walt Griffin/Pete Bill
 - All in notes. Spent two meetings doing inventory of needs, bringing committee up to speed. Couple down-the-road things: scheduled and budgeted maintenance, assessing curatorial space (long-term project), responsibility of committee is to keep tabs on taking care of our facilities & collections.
 - Development & Membership Committee –Erika Kvam/Pete Bill – read through notes in agenda
 - Historic Markers Committee – Leslie reported, Julie scanned records and have started to determine which markers are ours. We do not have a total number of how many historical marker we have/which are visible. Will be doing driving tour to assess what we have and what is missing.
 - Lafayette Bicentennial Event Committee – David Hovde
 - Keep moving on with various publications
 - No events yet
 - Lafayette Bicentennial Publications Committee – David Hovde
 - Ouiatenon Preserve Committee – H. Kory Cooper
 - Reported in notes. Field school has 12 undergrads so far, two grad students and one grad TA. Perhaps 20 people all together. Draft syllabus will be available. 3 sessions open to public: half-day session, evening session, and Saturday session. Felt this was the best approach for engaging with public. Will share with TCHA when finalized. June 4 reenacting event at blockhouse, will coordinate visit and supper with students. Pete asked for clarification on acronyms (FHC= French historic corridor), also questions on Colby's report. Kory replied that it's Colby's report, would have to ask him. Leslie noted that TCHA has not received any funds. Marsha asked for clarification on what is Sportsman's Club. Del explained, along

with a report of the island south of Ouiatenon, property demarcation, incident with ATVs.

- Publications – David Hovde
 - Perhaps having separate meeting of publications committee—David will accept emails on the subject.
- Any Other Business
 - Leslie will be creating board engagement sign-up sheet.
- Motion to adjourn: Dave S., 6:25PM

END AGENDA

Treasurer's Report
Lorita Bill
May 2022

Tippecanoe County Historical Association			
Selected Accounts			
April 2022 Report			
	4/30/2022	3/31/2022	Change from Last Month
Bank Accounts			
1000 Petty Cash	571.26	571.26	-
1010 First Merchants Checking	190,294.74	208,457.24	(18,162.50)
1011 PayPal	-	-	-
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	38,776.08	38,775.76	0.32
1027 Ouiatenon Preserve Account	79,316.96	81,080.19	(1,763.23)
1045 Feast Rainy Day Account	100,030.40	100,028.76	1.64
1150 Undeposited Funds	769.00	144.80	624.20
Total Change in Cash	441,491.59	460,791.16	(19,299.57)
			-
2000 Accounts Payable	(7,244.15)	(5,977.31)	(1,266.84)
2005 Credit Card	(2,845.41)	(672.64)	(2,172.77)
Cash less AP and Credit Cards	431,402.03	454,141.21	(22,739.18)
	4/30/2022	4/30/2021	Change from Last Year
Bank Accounts			
1000 Petty Cash	571.26	507.25	64.01
1010 First Merchants Checking	190,294.74	137,153.38	53,141.36
1011 PayPal	-	1,769.42	(1,769.42)
1015 Emergency Maintenance Fund	31,733.15	7,784.05	23,949.10
1025 History Center Restricted Account	38,776.08	12,954.42	25,821.66
1027 Ouiatenon Preserve Account	79,316.96	67,089.32	12,227.64
1045 Feast Rainy Day Account	100,030.40	50,002.89	50,027.51
1150 Undeposited Funds	769.00	-	
Total Change in Cash	441,491.59	277,260.73	163,461.86
2000 Accounts Payable	(7,244.15)	(4,313.73)	(2,930.42)
2005 Credit Card	(2,845.41)	(459.75)	(2,385.66)
Cash less AP and Credit Cards	431,402.03	272,487.25	158,145.78

			Change from
	4/30/2022	5/20/2022	4/30/2022
Bank Accounts			
1000 Petty Cash	571.26	571.26	-
1010 First Merchants Checking	190,294.74	178,894.14	(11,400.60)
1011 PayPal	-	-	-
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	38,776.08	38,776.08	-
1027 Ouiatenon Preserve Account	79,316.96	79,149.68	(167.28)
1045 Feast Rainy Day Account	100,030.40	100,030.40	-
1150 Undeposited Funds	769.00	24.67	(744.33)
Total Change in Cash	441,491.59	429,179.38	(12,312.21)
2000 Accounts Payable	(7,244.15)	(9,812.00)	(2,567.85)
2005 Credit Card	(2,845.41)	(1,900.20)	945.21
Cash less AP and Credit Cards	431,402.03	417,467.18	(13,934.85)
In May so far we have received \$4,461 from Feast Participants			

	Jan - Apr 2022		
	Actual	Budget	Variance
Income			
4015 Grant Income	6,291.31	4,280.00	2,011.31
4020 Contributions	39,046.92	37,854.00	1,192.92
4100 Fundraising Events	-	375.00	(375.00)
4200 Museum Store Sales	8,635.50	10,380.00	(1,744.50)
4400 Library Revenue	557.83	880.00	(322.17)
4500 Membership Dues	4,115.00	4,480.00	(365.00)
4600 Programs & Education	5,368.00	3,750.00	1,618.00
5000 Feast Of The Hunters Moon	-	-	-
Total Income	64,014.56	61,999.00	2,015.56
Cost of Goods Sold			
7720 Merchandise Sold	3,894.03	4,680.00	(785.97)
7740 Consignment Items	84.00	-	84.00
Inventory Shrinkage	(53.35)	-	(53.35)
Total Cost of Goods Sold	3,924.68	4,680.00	(755.32)
Gross Profit	60,089.88	57,319.00	2,770.88
Expenses			
6001 Salaries, Wages & Benefits	67,245.86	76,621.28	(9,375.42)
7003 Administrative Expenses	3,070.52	3,265.00	(194.48)
7004 Contract Services Administrative	4,189.68	4,520.00	(330.32)
7007 Equipment & Supplies	1,047.24	1,745.00	(697.76)
7012 Collections, Exhibits & Library	2,408.37	2,302.00	106.37
7013 Museum Store Expenses	890.38	840.00	50.38
7799 Insurance and Taxes	6,825.15	5,920.00	905.15
7815 Repairs & Maintenance	8,145.92	11,590.00	(3,444.08)
7816 Contractual Services - Facilities	1,954.40	1,530.00	424.40
7817 Utilities	17,365.53	15,024.00	2,341.53
8500 Membership Expenses	328.39	1,050.00	(721.61)
8602 Fundraising Event Expenses	-	375.00	(375.00)
9100 Feast Expenses	1,033.03	468.00	565.03
9201 Programs & Education Expense	1,172.40	1,520.00	(347.60)
Total Expenses	115,676.87	126,770.28	(11,093.41)
Net Operating Income	(55,586.99)	(69,451.28)	13,864.29
Other Income			
4910 Other Income	2,500.00	2,700.00	(200.00)
6100 Investment Income (distribution)	22,901.56	20,323.00	2,578.56
Total Other Income	25,401.56	23,023.00	2,378.56
Net Income (Before Depreciation)	(30,185.43)	(46,428.28)	16,242.85
Loss on Investments - not budgeted	(113,064.22)		

Executive Director Report
Leslie Martin Conwell
May 2022

Administration:

- Insurance renewal policy received.
- Work has begun on the Workers Comp audit, due June 3.
- I attended the Community Foundation Eberle series program on “Building a Thriving Board.”
- Some initial organizational work is being done on updating the employee manual.

Grant follow-up and donations:

- TCHA received \$45,500.00 from the Community Foundation for roof replacement at the History Center. Thank you to Lorita Bill for her help with the financials.
- A letter of intent is being submitted to North Central Health Services to apply for a grant to purchase two flatbed trailers for Feast setup and cleanup usage. We’ll hear by the first week of July as to if our request to apply has been accepted.
- Annual Appeal verbiage has been proofed by the Membership & Development committee, and will go to the graphic designer May 24.
- Staff and the facilities committee have discussed applying for a Community Foundation NOW grant to address lighting issues in the library. Facility committee members are securing estimates.
- A Facebook fundraiser raised \$220 towards the purchase of archival storage boxes for the library.

Facilities:

- Mulhaupts had to fix the main panel at the History Center- again. They will hopefully be back early next week to complete the fire inspection, so we meet deadlines by the fire marshall.
- Semi-annual HVAC check is done.
- The Gathering church group is installing a projector in the auditorium. This was done at no cost to us, and we may use the equipment as long as the Gathering is renting the History Center. They are also installing a flat screen TV in the auditorium.
- The History Center banquet hall floor will be cleaned and sealed in late June, and cost is mostly covered under the American Rescue Plan grant through Indiana Humanities.
- We are securing estimates for carpet cleaning at the battlefield museum.
- Panic bars were installed on the door of Arganbright. Technician had to come back after initial installation and tighten the screws.
- Thank you to Pete Bill for consolidating the donor bricks closer to the main entrance of the History Center.
- Jeff Schwab helped with weed control at the History Center. Jeff S. and Jeff Burnworth also did a lot of graffiti removal.

Public engagement:

- Numerous tours and outreach programs have been done in the last month
- I’m serving on the Tippecanoe County Juneteenth committee, and the event is June 18. TCHA will have a table with exhibits on African American history.
- The Civil War Roundtable is meeting on a monthly basis at the History Center

- The Historic Markers committee has reformed and has begun an inventory of all TCHA-owned markers in the county, and checking on markers that need repairs.
- The French Heritage Conference was held at the History Center on May 12 and was a success.

Social Media:

Some stats from Facebook- TCHA page and Feast group page for the last **28** days:

TCHA's and the Feast's Facebook pages have been doing exceedingly well.

Info is compiled from the last 28 days

- Followers- **11,387**
- Reach = **27,943**
- Comments = **709** (OUTSTANDING engagement!)
- Countries that are viewing the pages= **23**
- Shares = **90**
- Viewership = **62%** women, **38%** men
- Events- **27,889** views

Battlefield Museum Report
Trey Gorden
May 2022

- Visitor numbers up from last month, and way up from last year.
- First online store sales.
- Began placing Feast orders and planning for Feast mugs and T-shirts.
- New printer has arrived.

Our visitor numbers continue to rise, owing at least in part to our improving weather and increasing school tours. If this happens again next month, I'll call it a trend! This month, **from April 21 through May 20th, we had 1051 visitors**, up 81 from **last month's 970**, and up a more dramatic 209 from **last year's total of 842**.

The online store has had a total of 1,601 page views and 568 unique visits since its creation. This month accounts for 312 of those page views and 100 of the unique visits. While this month's page views make up almost 20% of the total, it's hard to read too much into that number because our early testing generated lots of views and visits. We've had a couple of sales since we last talked, too.

COVID has been trending downward over the last couple of weeks. We continue to keep an eye on the situation. Still keeping to our mask-optional policy. My unscientific perception is that I see fewer masks as time goes on.

Ordering has begun for Feast retail, and last year's team is back in the saddle for this year's mug design. Diana Couk May has a great new body design for this year's mugs, and Angela Bruntlett has submitted several great graphic designs. We're in the final stages of making a design decision, and it's likely we can repeat a version of this design for the T-shirts.

We received our new printer on May 20th. The old printer was no longer supported, and before we had to replace its toner we wanted to get a new one. It was touch and go, with supply lines as they are. The manufacturers have been out and all my shopping around had turned up nothing acceptable. Fortunately, Canon called me on Tuesday, May 17, and told me they had ten in stock. Leslie and Jeff S. were speedy with their approval, and we were able to get our order in that day.

Membership Report
Kelly Lippie
May 2022

Newsletter articles are due by Friday June 17th to Kelly (who will forward them to contractor).
 Drafting new email and survey for members who have not renewed membership, so committee can make informed decisions about member retention.
 Currently sending out survey to new members to learn their reasons for joining and what they hope to get out of TCHA.

Membership Level	Renewal Period	Total as of March 16	Total as of April 22	Total as of May 19
Individual (\$35)	Annual	40	44	46
Senior Individual (\$30)	Annual	66	66	68
Senior Couple (\$40)	Annual	79	80	81
Family (\$50)	Annual	52	53	57
School/Club (\$100)	Annual	0	0	0
Patron (\$100)	Annual	54	53	53
Sustaining (\$250)	Annual	18	18	18
Benefactor (\$500)	Annual	2	2	2
Treasure (\$1,000)	Annual	2	2	2
Lifetime	Lifetime	56	55	54
Total Memberships		369	373	381

Total members as of May 19, 2022: **381 Members**

TCHA Collection Department Report

Kelly Lippie

May 2022

- Work continues in the basement interim storage at the History Center. Rick Conwell help construct some of the shelving for the Ouataton collection.
- Volunteer projects continue in photographs and library. Student volunteers for the spring have now all completed their work. New volunteer work on negatives that have been stored in the basement.
- George Winter Exhibit at Battlefield was removed. New exhibit to be installed in the next 2 weeks.
- Battlefield will host traveling exhibit from Indiana Historical Society June 24- July 29. "Who is a Hoosier?"
- History on Tour trailer exhibit was set up for April 23rd Civil War encampment.
- Spoke to the Crawfordsville Kiwanis about TCHA on May 12th. Will be talking to Purdue Retirees Assoc. in June also about TCHA.
- Gave a collections tour to First Farmers Bank and Trust administrators.
- Helping with research requests including George Winter images, bank history and local gun smiths.

No Collections Committee Meeting held in May due to small number of items up for consideration. Next meeting to be held in June.

**Programs Report
Leslie Martin Conwell
May 2022**

Programming update:

- Program schedule of events is listed here- <https://tippecanoehistory.org/wp-content/uploads/Program-and-Events-Guide-2022.Final-1.pdf>
- Statistics from the ConstantContact emails that TCHA is sending programming and membership renewal emails from- I reviewed the last two emails for the info below:
- Open rate- 51%. That is much higher than the national average!
- Contacts opening TCHA's emails include, besides members- County Commissioners, WLFI, Journal & Courier, Kaspar radio, Dave Bangert, TSC superintendent, both libraries, Tony Roswarski, Lafayette & West Lafayette parks departments, township trustees (4 of them), Visit Lafayette-West Lafayette, and several other non-profit organizations (Art Museum, Haan, etc.)

Recent Program Attendance

"Civil War Encampment and Drilling" and Exhibit of Civil War Artifacts from Tippecanoe County- 60 attended

"Show & Tell- Wings over Lafayette- The Story of Cap L.I. Aretz"- 38 attended both in person and virtually.

"Walking in Their Footsteps- An Educational On-Site Tour of the Tippecanoe Battlefield"- 54 attended.

Upcoming Programs in May/June

"Greenbush Cemetery Tour" – NOTE: **11,934** have viewed this event on Facebook since the event was posted about 6 weeks ago. This is a clear indication that this is a type of programming the community is interested in! The program has been rescheduled to June 12. Kudos to Amy Harbor for her work on the preparation of this program.

"Show & Tell- How the Ice Age Affected Indiana Landscapes"

Presented by Dr. Jon Harbor, Tuesday May 24, 11:30 AM, in-person and hybrid, the History Center. During the past ~2 million years the earth's higher and mid-latitudes have experienced several periods of widespread glaciation, including continental-scale ice sheets. In this session we will explore the glacial geologic history of the plains, terraces, wetland basins, and soils that helped shape the ecological and human histories of our region.

"The Search for Fort Ouiatenon"

Presented by Del Bartlett, Wednesday, June 1, 6:00 PM at the History Center, in-person and hybrid. The program examines the several 18th century eyewitness accounts regarding the fort's location, reviews the 19th century efforts to locate the fort by interested individuals, and details a chronology of events in the 20th century that led to the eventual determination of the fort's footprint in summer of 1968. Sponsored by the National Group.

"Folk Classification for French Colonial Artifacts, Focusing on Kettles"

Presented by Dr. Misty Jackson of Arbre Croche Cultural Resources LLC, Thursday, June 2, 6:00 PM, the History Center, in-person and hybrid. Archaeologists have systems for organizing and analyzing artifacts. But what did the users, makers, or traders call the same items? This talk will provide background for

discovering "folk classifications" used by 18th century French traders and military personnel for artifacts found at posts in New France, like Fort Ouiatenon. Sponsored by the National Group.

"Fête de St Jean le Baptise"

Presented by French Living History Interpreters, Saturday June 4, 10 AM – 4 PM, Fort Ouiatenon Historic Park, in-person. This event will showcase the material culture, life ways and skills of the French occupation of Fort Ouiatenon circa 1740-1760. Additionally vignettes and activities of period Midsummer Festivals will be held to showcase what colonial French people may have done to celebrate religious holidays in the time. Sponsored by La Compagnie des Beaux Eaux .

"Public Archaeology at Fort St. Joseph: Some Dos and Don'ts"

Presented by Dr. Michael Nassaney, Professor Emeritus of Anthropology at Western Michigan University, Monday, June 6, 6 PM, the History Center, in-person and hybrid. The discovery, investigation, and interpretation of Fort St. Joseph has depended on collaboration with community groups at the local, state, and regional levels. This presentation discusses the benefits and challenges of public archaeology and suggests some ways for creating sustainable partnerships. The goal is to highlight best practices that may be applicable to other archaeological projects, including future work at Fort Ouiatenon. Sponsored by the National Group.

"Tippecanoe County- History of Severe Weather" *Presented by Chad Evans, Meteorologist, WLF1. Details to be announced.*

"Show & Tell- World War 1 & the Flu- The Homefront of WW 1 in Tippecanoe"

Presented by Pete Bill, Tuesday, June 28, 11:30 AM, the History Center, in-person and hybrid. With the US officially entering the Great War in April 1917, life in Tippecanoe County changed significantly. Coupled with this entrance into the war was the "Spanish Flu" that swept across the world in 1918-1919. Hear how citizens in the county engaged in two simultaneous battles on the home front. Sponsored by the National Group.

Feast of the Hunters' Moon
Leslie Martin Conwell
May 2022

- The Feast steering committee meeting was held hybrid in May. Topics discussed included incoming applications, the need to recruit food booths, rearranging the Feast barn, PR, cutting of booth poles, looking ahead to 2022, and any changes that might be needed.
- Ouiatenon artifact photos have been posted on the Feast group Facebook page on a daily basis.
- The annual food booth organizational meeting was held April 20. Several large booths that did not attend in 2021 due to COVID concerns have committed to doing a booth this year. This is encouraging, and will help the Feast bottom line.
- Feast committee members and Feast volunteers cut booth poles April 30 at Prophetstown State Park. A huge thank you to the Tippecanoe County Park and Rec Department for bringing their trailer and to Prophetstown State Park for allowing us to cut there.
- Discussions have begun with potential sponsors.
- Numerous service contracts for Feast grounds and transportation needs have been confirmed.

Other Committee Reports May 2022

Development & Membership Committee

Committee meets the 2nd Monday of the month, 4:30 PM at the History Center

The Development & Membership Committee has been working hard to identify specific actions that can be taken by the individual Committee members that will help Leslie and Kelly with identifying a broader scope of partnerships and development opportunities, and thereby increase membership and membership allegiance to TCHA.

- Kelly reported 19 new members this year which is a strong number; however, this is offset by the members we lose.
- A new member survey has been used to collect information from new members on how they came to join TCHA and what they are hoping to see from TCHA.
- Kelly will work on an “exit interview” form that could be sent after the 2nd month as a “sorry to see you go” note to attempt to get additional info on why a membership was not renewed
- **June 17th is the deadline for newsletter articles – submit to Kelly**
- Leslie reports that the HC roof grant has been obtained and roof work begins in July
- Leslie is considering applying for an NCHS grant (North Central Health System) through TAF for replacement of 16 ft. trailers on the Feast grounds that haul supplies and hold feast poles. This constitutes a safety issue for Feast set-up workers and protecting Feast assets.
- Are getting donation from First Farmer’s Bank for Feast
- SIA computer grant for \$6000 was submitted to replace outdated computers – will hear in June
- We have received a verbal pledge of \$40,000 for an endowment to support technology at TCHA; if the SIA computer grant does not come in, then pledge donor may choose to use \$6000 to replace outdated computers with the remainder of the donation going to an endowment to support TCHA technology.
- Annual Appeal – narrative is finalized. Photos and narrative are being sent to Angela Bruntlett for compilation. Will do 2023 Annual Appeal in early spring of 2023 to try to move Appeal dates back to the Fall.
- The Miami tribe is coming to the Feast and needs canvas for construction of wigwams – Leslie is going to pursue a NOW grant from the Community Foundation of Greater Lafayette
- Leslie did a Facebook fundraiser to get money for archival quality boxes for storage and raised \$220
- Leslie requested that Committee members (and Board members) continue to give her feedback on the format of communications received
- A “Framework for a Master Plan” draft for the Committee was discussed. There are 6 major areas of development effort. Members volunteered to take responsibility for coming up with a plan for at least 1 of the major areas for goals to accomplish in 1 year (July 2022 to July 2023) – They are to submit the plan at the next meeting for Committee review.

Existing Granting Opportunities: **Erika**

New Granting Opportunities: **Dave, Pete**

New Individual support: **Dale**

New Corporate/Government support: **Jeff S., Dale**

New & Existing giving opportunities: **Pete, Erika**

Strengthening current Individual, Corporate, & Government support: **Jeff B., Pete**

Facilities Committee

The Facilities Committee meets the 3rd Thursday of every month, 1:30-2:30 at the History Center

The Committee has been actively working to monitor and address multiple maintenance issues, as well as be proactive in determining future needs to maintain facilities infrastructure. The following are a list of projects currently the Committee is addressing. Further information is available through the Committee co-chairs (Walt Griffin, Pete Bill)

- Mulhaupts has been trying to repair the security key pad in basement of HC which has not been working for several weeks. Mulhaupts was working on it again on 5/19 and supposedly has the system finally working. If the system is working the Committee is recommending a water sensor be included in the boiler room to detect water leakage from the boiler system (this was the origin for the basement flood we had last year). If the system is still not working, the Committee will begin to discuss alternative security service providers.
- The Gathering Church installation of an LCD projector in the HC Auditorium has been delayed because the LCD projector was dropped during installation. Are waiting on a new one to arrive. The church has made a request for permission to install a large monitor to be mounted in auditorium on the west wall (the wall opposite of the stage). TCHA will have access to the monitor for our use. Jeff Schwab will get an MOU or contract defining ownership of the wiring or brackets used for the installation of the monitor (the monitor will remain the property of the church)
- Leslie will be receiving two quotes for LED light replacement and repair at the Arganbright so she can apply for a NOW Grant (max \$10,000) from Community Foundation
- We have a groundhog digging holes in back yard of Arganbright (and chopping down small trees behind the building). A professional pest control operator set 2 live traps this past week.
- Leslie is working with the Committee to develop a maintenance schedule document for TCHA infrastructure so anticipated expenses can be better budgeted for each year
- Anticipating future projects, we will be getting assessments of our current HVAC system from ICU Mechanical, Shomers, and F&S Mechanical and their opinions on long range alternatives to the current boiler-based heating system and A/C system
- Discussion on consideration of replacing the 12 year old carpet at Battlefield that is quite worn and stained. We will get it professionally cleaned to better assess the condition, and then consider replacement for high traffic areas (office and museum) as early as January 2023. Such costs are to be borne by TCHA, not the Parks department. Funding for replacement of commercial grade carpet would be dependent upon TCHA finding external grant sources.
- Weed suppression treatment on the planters in front of History Center is ongoing and will be completed next week with removal of all weeds and application of mulch.
- Volunteers at Arganbright have already planted flowers and removed weeds and lawn debris
- The Legacy Bricks on the patio are being relocated to be closer to the 6th St. entrance brick walk and more readily visible. So far 12 bricks have been relocated and about 8 are left to be moved. 2 new Legacy Bricks have been purchased and will be installed this summer when they arrive.
- Installation of crash bars on doors at Arganbright has been completed to comply with fire code. There are some problems with the crash bar that Leslie is having the installer look at again.
- Caution lines on the steps on Columbia Street entrance to HC will be painted in the next few weeks thanks to Jeff Burnworth who is donating paint and time.
- Waxing and sealing is desperately needed on linoleum tiles in HC banquet room and kitchen. Moving chairs and tables, as well as foot traffic and the age of the kitchen tiles requires stripping, sealing, and waxing to prevent further damage. Part of the funding from the American Rescue Grant (COVID) that we received this year will cover most or all of this cost (\$3177).
- The Committee is starting a long-term project for assessing curatorial needs (purpose, storage space needed for each type of collection, required conditions for storage for each type of collection, etc.). The first step is compiling the information from John Harris' assessment back in 2014 with a more

recent report Kelly created last year. Such a document will provide the foundation for justification and curatorial needs assessment any future consideration of a future building or facility for administrative functions of TCHA and appropriate storage of TCHA artifacts.

- Schaefer Roofing will begin HC roof work in July. This is funded by a grant from the Community Foundation
- Jeff B and Jeff S are going to start working on getting the Feast Barn cleaned up and reorganized
- There was a lengthy discussion by the Committee about increasing the display area at the History Center in measured increments in a way that was not fiscally taxing and not taxing on the staff time. This will be an on-going topic for the Committee over the next several meetings.

Historic Markers Committee

Lafayette Bicentennial Events Committee

Lafayette Bicentennial Publications Committee

The Bicentennial Events Committee continues its work on the Lafayette/Tippecanoe County Bicentennial book as well as the Bob Kreibel books.

Ouiatenon Preserve Committee

- Update on field school including open houses.
 - Week one of the four-week field school is done. We are finding what we had hoped to find in following up on Dr. Strezewski's magnetometry work, i.e., some historic artifacts, and reaching the bottom of the plow zone.
 - I have scheduled three open houses but have not yet started advertising. Will need to decide on how to proceed as far as requiring advance registration and access to the site.
- Gravel for OP road.
 - Per a meeting with Colby and an individual from the Lafayette Sportsmen's Club in the middle of the road at OPI I agreed with Colby that we (TCHA's OP restricted fund) would pay for half of two loads of gravel to fix the road which is in bad shape. Cost estimated at a few hundred dollars.

Publications Committee

2022 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 2022 (January 2023)
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 2022 (January 2023)
David Hovde	December 2022 (January 2023)
Dale Krynak	December 2023 (January 2024)
Erika Kvam	December 2023 (January 2024)
Quentin Robinson	December 2024 (January 2025)
Dave Sattler	December 2023 (January 2024)
Annie Hatke Schap	December 2024 (January 2025)
Nick Schenkel	December 2024 (January 2025)
Jeff Schwab	December 2024 (January 2025)
Marsha Selmer	December 2024 (January 2025)
John Thieme	December 2022 (January 2023)
Todd White	December 2024 (January 2025)

2022 OFFICERS OF THE BOARD (1 Year Term, not more than 5 consecutive terms)

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

TCHA COMMITTEES – 2022

* 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

Board and Staff:

Kelly Lippie *
Pete Bill
Leslie Conwell
Kevin Cullen

Trey Gorden
Amy Harbor
Quentin Robinson
Nick Schenkel
Marsha Selmer

Other Members:

Rick Conwell
LA Clugh
Carolyn O’Connell
Mary Springer

Facilities Committee (formerly the Buildings & Grounds Committee)

Pete Bill *
Walt Griffin *
Colby Bartlett

Jeff Burnworth
Kevin Cullen
Dale Krynak

Kelly Lippie

Finance, Budget, and Risk Management Committee

Lorita Bill*
Julie Byers

Jeff Schwab
John Thieme

Todd White

Nominating Committee

Quentin Robinson *
Colby Bartlett

Julie Byers

Other Committees

Development & Membership Committee

Pete Bill *
Erika Kvam *
Jeff Burnworth

Leslie Martin Conwell
Dale Krynak
Kelly Lippie

Dave Sattler
Jeff Schwab

Feast Committee

Board and Staff:

Leslie Martin Conwell*
Jeff Schwab *
Pete Bill
Jeff Burnworth
Erika Kvam

Other Members:

Sara Bartlett
Di Begley
Mac Bellner
Debra Brown

Terry Clark
David Conner
Barb Deaton
Mary Fisher
Mike Geyer
Brian Hawn
Erin Hicks
Roger Hooper
Robert Leavitt
Randy Lower
Matt Riebsomer

Preston Smith
Sheri Sondgerath
Jason Stanfield
Scott Stambaugh
Linda Swihart
Brian Wagner
Andy Wall
Jeni Watkins
Joyce Wiegand
Bill Young
Jan Young

Employee Benefits Committee

Board President *
Chair Budget Cmte
Treasurer
Lorita Bill

Jeff Burnworth
Walt Griffin
Dale Krynak
Jeff Schwab

Todd White
Leslie Martin Conwell (non-voting)
Other Members:
Insurance Rep (non-voting)

Historic Markers Committee

Del Bartlett
Lorita Bill

Julie Byers
Nick Schenkel

Lafayette Bicentennial Events Committee

Board and Staff:
David Hovde *
Board President
Colby Bartlett
Pete Bill
Leslie Martin Conwell
Trey Gorden
Walt Griffin

Amy Harbor
Kelly Lippie
Quentin Robinson
Laura Smyser
Other Members:
Joan Briller
Dennis Carson
David Huhnke

Sean Lutes
John Norberg
Dave Sattler
Pete Sherry
Charlene Sherry
Tom Turpin
Ruth Van Meter

Lafayette Bicentennial Publications Committee

Board and Staff:
David Hovde *
Pete Bill
Leslie Martin Conwell
Amy Harbor
Kelly Lippie

Quentin Robinson
Jeff Schwab
Other Members:
Mary Anthrop
Carol Bangert
Joan Briller

Joseph Briller
Dennis Carson
Sean Lutes
John B Norberg
Tom Turpin

Ouiatenon Preserve Committee

Kory Cooper *
Del Bartlett

Leslie Martin Conwell
David Hovde

Colby Bartlett – non-voting advisor

Program Advisory Committee

Leslie Martin Conwell*
Pete Bill
Walt Griffin

Amy Harbor
David Hovde
Jeff Schwab

Other Members:
Annie Schap

Publications Committee

David Hovde*
Colby Bartlett

Quentin Robinson