

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, May 25, 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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+13126266799,,92711923227#,,, *083295# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 927 1192 3227

Passcode: 083295

Find your local number: <https://zoom.us/j/912345678>

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, 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 April 27th, 2021 Board meeting – *Page 4-7*
- Officer's reports and business
 - President
 - Board Retreat/Strategic Planning Session in August
 - Vice President
 - Treasurer
 - Accounts balance (cash balance) – *Pages 8-9*
 - Secretary
- Contracts – Del Bartlett
 - Battleground Lease with Parks Board
 - Supplemental Agreement with OPI
 - Glenn Black Laboratory Collection Ownership
- Finance, Budget, and Risk Management Committee – Lorita Bill
 - Next Meeting - July 12, 2021 5:15pm
- Membership – Kelly Lippie – *Page 10*
- Collections Committee – Kelly Lippie – *Page 11*
- Library Report – Amy Harbor – *Page 12*
- Battleground Museum report – Trey Gorden – *Page 13*
- Programs – Leslie Martin Conwell – *Pages 14-16*
- Feast report – Leslie Martin Conwell – *Page 17*
- Notes from Committees
 - Ouiatenon Preserve Committee – H. Kory Cooper
 - Facilities Committee – Walt Griffin/Ron Halsema
 - Development & Membership Committee – Dale Krynak/Ken Moder – *Page 18*
 - Next Meeting - June 1, 2021 5:00pm
 - Lafayette Bicentennial Event Committee – David Hovde
 - Publications – David Hovde
- Operations Manager report – Leslie Martin Conwell – *Pages 19-20*
- Any Other Business

END AGENDA

Minutes for April 27, 2021
TCHA Board of Governors Meeting
Zoom Meeting
H. Kory Cooper

The TCHA monthly Board of Governors meeting was held Tuesday, April 27th, 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 In Attendance: Del Bartlett, Quentin Robinson, Lorita Bill, Pete Bill, Dave Sattler, Zula Kress, Amy Harbor, Ron Halsema, Annie Schap, Jeff Schwab, David Hovde, Ken Moder, Walt Griffin, Jeff Burnworth, Kevin Cullen, Dale Krynak, Erika Kvam, Todd White, Julie Byers, Colby Bartlett, Kory Cooper, Preston Smith

TCHA Employees In Attendance: Leslie Conwell-Martin, Kelly Lippie, Trey Gorden

Corrections to minutes from March - Treasurers report “baking” changed to banking. Meeting notes accepted.

President’s Report

- The passing of Bob Sorensen long-time Feast participant was noted.
- Ken Moder was recognized as the new co-chair of the Development and Membership Committee.
- There was a discussion of bringing back the Historic Markers Committee. There is currently no committee or budget for this, but there has been a “long-standing off and on committee” as effort is needed to keep historic markers in good shape. There are 90(?) historic sites with markers in the county. Some were installed by the Indiana Historical Society (IHS). There is a question of who manages markers. David Hovde mentioned moving marker associated with priest’s birth site from blockhouse to preserve. Numerous markers are beginning to fail (Leslie). There is an old publication - folding roadmap for self-tours (Del), and a copy of this is in the TCHA library (Quentin). There is also a binder in library that lists all historic markers in county regardless of sponsor.
- COVID Policy: County is currently in Yellow. Jeff gave overview of Yellow guidelines. Even in blue TCHA will recommend (?) wearing masks until all staff have completed vaccination or had the opportunity to do so. Indoor activities will still offer virtual option. Hybrid meetings requires some new technology at the History Center. Jeff will begin this soon using equipment on hand, but the switch to hybrid meetings though feasible are not yet technically possible. Jeff requested the board to vote in approval of this COVID policy. Erika moved, David Hovde seconded. There was no further discussion, motion passed with none opposing.

Vice-President’s Report

Visual and communications design student from Purdue, Sayda Bower, will be working with Erika on email and newsletter templates and other projects.

Treasurer’s Report

Generally positive situation. The banking account distributions are up, above last year. That combined with the second PPE loan of \$49k means cash situation is currently good despite repairs

to roof and Battlefield purchases of inventory in operating cash. 2022 looks good pending unforeseen catastrophes.

Finance, Budget & Risk Management Committee Report (Lorita)

PPE loan helped. Contributions are up, Battlefield sales good, dues up. Paperless policies for dispersal of payments. Implementation of Square is ongoing, converted in a couple of weeks. Need to develop capital budget to plan for facilities expenses and things such as replacement of computers and copier contract expenses. Copier leases have expired or will soon. Second amendment to lease agreement with OPI needs to be finalized. Discussion of smoke detector options and how to pay. Criteria for using emergency maintenance fund. Suggestion to use restricted History Center funds for smoke detectors. Maintenance contracts. Need two quotes.

Update on Contracts (Del Bartlett)

- County Parks board is waiting on end of COVID before readdressing the lease agreement at Battlefield Park. But Del will try to have something for the next board meeting.
- Discussed need for an OPI-TCHA list of responsibilities to clarify who is financially responsible and when. This is the 2nd addendum to the exiting agreement with OPI and TCHA that is currently under consideration.
- Ownership of Ouitatenon collection at Glenn Black lab is an ongoing issue Del is investigating. Current staff believe they are the owners. As a long-time stakeholder Del insists this is not the case and will renew efforts to reacquire, but a conversation is needed with the collections committee.

Membership Report (Kelly)

- A few renewals, in April and some new members. Some renewals are taking advantage of 5 year option.
- The first new newsletter went out, with good response overall, though a few hiccups.
- A QR code has been added to membership brochure to provide another way for people to become a member. Kelly has membership brochures to hand out to whoever wants them.
- Membership totals steady.
- Kevin asked question about 5 year option. Existing members can now renew for 5 years instead of one and receive a discount in doing so.

Collections Report (Kelly)

- Volunteers are starting to come back to Arganbright to work on projects.
- Committee is discussing collections policy including updated related to EBay sales to avoid conflicts of interest – i.e., the optics of Board Members purchasing Deaccessions.
- The board voted on and passed a change to the collections policy document. Funds received through the sale of “Expendable” items are now no longer restricted for use on collections only. David Hovde moved Kevin seconded. Change adopted through vote, none opposed.
- Kelly is still working on NAGPRA letter regarding Fort Ouitatenon human remains currently at MSU.
- County Park Foundation has provided funds for a case to house the old Eagle statue from Battleground.
- Confirmation that Craig’s name is longer associated with EBay account.

Library Report (Amy)

- Three volunteers back in April more starting back soon.

- Hope to start scanning old court books.

Battlefield Museum Report (Trey Gorden)

- Visitor numbers are good. A lot more in April than March, by several hundred. And March numbers up from two years ago March.
- Talked to potter in Battleground about mug designs for feast. Pete suggested release form for work done under contract stating ownership of design.
- Promotional video for Visit Lafayette/West Lafayette is in the works.

Programs Report (Leslie Conwell)

- Programming is starting to pick back up to pre-COVID levels.
- Rise of Celebrity Presidency went well. Brownell will provide another talk/lecture.
- Forces of Montcalm and Wolfe did “pop up” event at blockhouse.
- Wea Tribe delivered story-telling program.
- Active on Facebook.
- David Hovde will do show and tell in May.
- Vic Lechtenberg May 24th on Purdue Agriculture.

Feast Report (Leslie Conwell)

- Feast is currently planned for October 9th and 10th, proceeding cautiously as far as expenses. Ensuring contracts have out clauses.
- Food booth situation looks good. One dropped out but there are two new ones.
- Meeting May 12th being planning for the feast. Lots of interest. Program performers overwhelming majority are planning on coming. Ouiatenon artifact school continuing.
- Event organizer meeting with Tippecanoe County Emergency Management Agency (TEMA) and County Health and Dr. Adler – emphasizing social distancing, de-densify at events, spread things out, limit attendance. Holding events over longer period of time. Advance tickets no gate tickets. Jeff and Leslie working on outline and various plans.
- David Hovde comment on events. Attended event in Illinois and Indiana and did well. Performance in sales bodes well for good Feast.

Ouiatenon Preserve Committee Report (Kory Cooper)

- County Parks \$ for trail due to recreation aspect.
- Colby met with County Commissioners and IBMT, Mark Becker. Mark likes project but wants to modify in order to put in regional trails which has \$30 million. Extension of Wabash Heritage Trail down to Preserve. They are talking to Parks. Extension of regional trail to Preserve. Likely willing participant in giving to 20 percent portion. Trails program – renegotiation of IN toll roads. How much trail left from Blockhouse to preserve. Trail currently terminates on east end of park. Half mile to mile. Design costs are eligible for funding as well as property costs and easement. One private parcel between preserve and Ft. Ouiatenon park. But also easements along river and road. Mark Becker visiting OPI with staff and Allen Nail.

Facilities Committee Report (Walt Griffin)

Currently getting bids for new roof and looking for funding sources.

Development and Membership Committee Report (Erika Kvam)

Nothing to report, upcoming meeting to brainstorm ideas.

Publications Committee (David Hovde)

Fort Ouiatenon book moving forward.

Bicentennial committee (David Hovde)

- Jeff and Leslie met with PR people in city of Lafayette. They fully support TCHA doing any research, publications, etc. Proposed a scenario of displaying items from collection around Lafayette. Not averse to selling reproductions of images. But city will take the lead on any big public celebration or galas, closing streets etc. TCHA wants seat at the table for everything and can help with TCHA's public profile. Committee will meet soon.

Operations Manager Report (Leslie Conwell)

- Working on sexual harassment guidelines.
- July 29th deadline for grant for roof.
- Maintenance – routine inspection by Fire Department of HC revealed no fire alarms. Received estimates from Mulhaupt, FD toured history center, 27 smoke detectors preferable. Fire inspector came back, re-inspected, 27 would be appropriate for HC due to size. When is Latino festival, September 25th need help from board members.

Jeff asked for any other business – 6:39.

Walt Griffin – contacted about Earlhurst mansion furniture estate sale. Kelly will get information to share with collection committee.

Quentin moved to adjourn.

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

Tippecanoe County Historical Association				
Selected Accounts				
April 2021 Report				
Change from Last Month	4/30/2021	3/31/2021	Change from Last Month	Significant Transactions
Bank Accounts				
1000 Petty Cash	507.25	517.25	(10.00)	
1010 LB&T Checking	137,153.38	143,629.76	(6,476.38)	
1011 PayPal	1,769.42	1,565.95	203.47	
1015 Emergency Maintenance Fund	7,784.05	8,882.71	(1,098.66)	Roof repair at History Center
1025 History Center Restricted Account	12,954.42	12,954.31	0.11	
1027 Ouiatenon Preserve Account	67,089.32	68,847.01	(1,757.69)	Electric, Internet and Gravel
1045 Feast Rainy Day Account	50,002.89	50,002.48	0.41	
Total Change in Cash	277,260.73	286,399.47	(9,138.74)	
			-	
			-	
2000 Accounts Payable	(5,133.73)	(3,729.23)	(1,404.50)	
2005 Lafayette Bank and Trust Visa	(459.75)	(949.23)	489.48	
Cash less AP and Credit Cards	271,667.25	281,721.01	(10,053.76)	
Change from Last Year	4/30/2021	4/30/2020	Change from Last Year	
Bank Accounts				
1000 Petty Cash	507.25	580.00	(72.75)	
1010 LB&T Checking	137,153.38	21,807.94	115,345.44	
1011 PayPal	1,769.42	-	1,769.42	
1015 Emergency Maintenance Fund	7,784.05	4,638.83	3,145.22	
1025 History Center Restricted Account	12,954.42	12,948.11	6.31	
1027 Ouiatenon Preserve Account	67,089.32	68,145.17	(1,055.85)	
1045 Feast Rainy Day Account	50,002.89	50,017.93	(15.04)	
Total Change in Cash	277,260.73	158,137.98	119,122.75	
2000 Accounts Payable	(5,133.73)	(227.06)	(4,906.67)	
2005 Lafayette Bank and Trust Visa	(459.75)	(3,369.55)	2,909.80	
Cash less AP and Credit Cards	271,667.25	154,541.37	117,125.88	

Change for Current Month So Far	4/30/2021	5/22/2021	Change from 4/30/2021	
Bank Accounts				
1000 Petty Cash	507.25	507.25	-	
1010 LB&T Checking	137,153.38	122,968.43	(14,184.95)	See below
1011 PayPal	1,769.42	1,769.42	-	
1015 Emergency Maintenance Fund	7,784.05	7,784.05	-	
1025 History Center Restricted Account	12,954.42	12,954.42	-	
1027 Ouiatenon Preserve Account	67,089.32	65,650.61	(1,438.71)	Property taxes and electric
1045 Feast Rainy Day Account	50,002.89	50,002.89	-	
Total Change in Cash	277,260.73	261,637.07	(15,623.66)	
2000 Accounts Payable	(5,133.73)	(5,833.18)	(699.45)	
2005 Lafayette Bank and Trust Visa	(459.75)	(875.27)	(415.52)	
Cash less AP and Credit Cards	271,667.25	254,928.62	(16,738.63)	
Significant cash activity in May so far:				
Battlefield Inventory purchases	(302.50)			
Payroll (cash requirement) 2 payrolls	(11,415.37)			
Maintenance on HVAC AR and HC	(1,150.00)			
Health Insurance	(2,364.46)			
Credit card payment	(2,147.71)			
Receipt of exhibit relocation fee	1,250.00			
Battlefield	3,000.00			
Rest is Utilities and regular stuff				

Membership Report
Kelly Lippie
May 2021

- 4 renewal notices sent out for April /May renewals.
- Letter drafted for Life Members that will follow up on their status and ask for a confirmation and update on contact info. There are currently 63 life members and most have not given us an email address.
- Member Planet expires soon. Taking a free trial of Constant Contact as a potential replacement. Online sales will (hopefully) be picked up by the new Square system.
- **Next newsletter material is due by Friday, June 25th**. If you would like to write an article- keep it short and sweet. Photos are good. Any other ideas or suggestions for the newsletter, send them to Kelly ASAP. This edition will also be digital only.

Membership Level	Renewal Period	Total as of March 17	Total as of April 19	Total as of May 19
Individual (\$35)	Annual	35	35	35
Senior Individual (\$30)	Annual	59	58	59
Senior Couple (\$40)	Annual	76	77	77
Family (\$50)	Annual	46	50	51
School/Club (\$100)	Annual	1	1	1
Patron (\$100)	Annual	54	55	55
Sustaining (\$250)	Annual	18	18	18
Benefactor (\$500)	Annual	1	1	1
Treasure (\$1,000)	Annual	2	2	2
Lifetime	Lifetime	63	63	63

Total members as of May 19, 2021: **362 Members**

TCHA Collection Department Report

Kelly Lippie

May 2021

- 4 Anthropology students from Purdue worked with the Ouiatenon collection this semester to rehouse artifacts in archival material, update the location inventory and type information from catalog cards into a searchable database. They finished their semester on May 7th. There is still more work to do, so we may have students again in the fall.
- Intern working on blogs, newsletter and videos also finished on May 7th. Some of her blogs will be posted in the coming months.
- 3 new student interns starting this month. They will be working on cataloging photographs, processing an archival collection and creating an inventory/ cataloging the large architectural drawing collection we received last year.
- Work continues on the Eagle exhibit at the Tippecanoe Battlefield. We have the supplies, but the volunteer building has very limited availability and work is progressing very slowly.
- The traveling exhibit from the Indiana Historical Society “Securing the Vote: Women’s Suffrage in Indiana” will be at the Tippecanoe Battlefield from June 4- July 11. This is a free display that was originally scheduled to visit last summer. It was rescheduled due to the pandemic.
- Attended the Public Safety Building dedication on May 4.
- Gave tour to Sayda, an intern who will work with Erika to develop better graphic designs for TCHA to use.
- Helped researchers with the Lafayette Noon Optimists.
- Volunteers are working on negative indexes, photo scanning, cataloging & photographing jewelry, clothing, photographs, and yearbooks.
- Pulled artifacts for display for French Ambassador.
- Photo reproductions ordered by the Magistrate for gov. office.
- Began researching and gathering materials to display at the Juneteenth Celebration event at the TCHA table. These will be reproductions of photos & documents, not originals.

Collections Committee- Did not meet in May because there was not enough new material to consider.

- Committee did consider (via email discussions) Earlhurst furniture and a locally made rifle. Passed on furniture, rifle donor is still considering options.

TCHA Library Report
Amy Harbor
May 2021

- May Library income is about \$250 through 5/21/2021
- One snail mail research request in May through 5/21/2021
- Eight email inquiries.
- Ten telephone inquiries
- Seven scheduled in-person research visits in May
- The library has gone to a 'masks optional' policy, as all staff and volunteers are fully vaccinated. We strongly encourage non-vaccinated people to wear masks, and signs have been posted expressing this.
- We have decided not to have set walk-in hours at this time, and we continue to ask researchers to make an appointment (during my scheduled work hours when possible).
- Nearly all our pre-pandemic volunteers have returned to regular schedules, and the library is a much livelier and more interesting place!
- One new volunteer started last week. She will be creating a spreadsheet of our Tippecanoe County Civil War soldiers.
- On-going projects remain:
 - 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
 - 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
 - Digitizing Civil War soldiers card file

Tippecanoe Battlefield Museum and History Store Report
Trey Gorden
May 2021

COVID continues to be a concern, in spite of the CDC's change of recommendation for vaccinated people. Patrons are slightly more prone to push back on our mask policy, but they still comply (or, rarely, leave). Both members of the staff received the second vaccination earlier in the month, and only late this week have we both attained our full level of immunity. Starting this Saturday (5/22), we will lift our mask policy and our occupancy restrictions and return to standard policy.

Our visitor numbers continue to be good. This month we have had 842 guests from the 21st to the 20th. Last month, for the same period, we had 676 guests. During this time in 2019, we had 753 guests.

These numbers are in spite of our having to close one day this week. I had planned to close that day to facilitate the conversion to the Square cash register system. Unfortunately, I had to go to the emergency room and was unable to be at the store that day or for several days thereafter. I'm grateful to Laura Smyser, Rick Conwell, Leslie Conwell, and Lorita Bill, as well as the rest of the TCHA staff for their patience and generosity during a very hard week. I'm much better, now! Instead of using the two days I had planned last week, Lorita and I managed to get the Square system up and running in a single day this past Wednesday (5/19). There are still a few minor kinks to work out, but it functioned admirably today (5/20), and we got a few rough spots ironed out and procedures written. I'm reminding myself to expect some surprises in the coming days, but the signs so far are reassuring.

I met with Battle Ground potter Diana May about her designing and producing a line of mugs for the Feast. We drew up a preliminary design and will meet up again, soon.

We completed shooting the promotional video with Ashley Gregory. She has turned in a draft, which is now under review.

Programs Report
Leslie Martin Conwell
May 2021

Programming update:

- Programming schedule monthly postcards are being sent to the membership. Thank you to the National Group for printing them for free.
- Kory Cooper’s program on “Archaeological Perspectives on Beer Container Innovation” was held virtually and had 14 attend. The program was recorded and posted on TCHA’s YouTube channel.
- David Hovde’s program on “Books and Education” was held virtually and had 22 attend. The program will be posted on YouTube.
- We have begun scheduling school tours, and have hosted two this month.
- THANK YOU to Jeff Schwab and Pete Bill for designing and setting up a system so that we can do “hybrid” programs- both in-person and via Zoom. The first hybrid event will take place with Dr. Victor Lechtenberg’s program on Purdue Ag the evening of May 24th.
- The program committee has met on a monthly basis. Have any ideas on programming for 2021? Contact Leslie at programs@tippecanoehistory.org.
- I spoke with the Miami Nation Historic Preservation officer, Diane Hunter, about doing a program on the Miami’s viewpoint on the history of Fort Ouatatonon. She is excited to do one and watch for it to be scheduled soon.
- **The 2021 program grid as it stands now- more to be added:**

Programs left to reschedule from 2020

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

2021 Programming

Program	Presenter	Date	Time
Annual Meeting	Board/Operations	2/26/2021	6:00 PM
Maple Sugaring at Ouatatonon	Fort	3/6/2021	10 AM - 4 PM
History of the American Presidency	Kathryn Brownell	4/20/2021	6 PM-7 PM
Archaeological Perspectives on Beer Container Innovation	Kory Cooper	4/29/2021	11:00 AM
Show & Tell- Books and Education	David Hovde	5/11/2021	11:30 AM-1 PM
Purdue Ag	Victor	5/24/2021	6 PM-7 PM

	Lechtenberg		
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	RESCHEDULE	6PM-7 PM
Tour of the Veterans Home	Emily Larimer	6/24/2021	12 PM-1 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	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		11/16/21?	11 AM-3 PM
Show & Tell- Christmas Holidays	?	12/14/2021	11:30 AM-1 PM
Christmas Celebration		12/11/2021	5 PM-8 PM

Feast of the Hunters' Moon
Leslie Martin Conwell
May 2021

- The Feast committee continues to work on ways the Feast can adapt to the challenges of COVID. Feast chairman Jeff Schwab and I have put together some ideas for differing levels of COVID safety responses, depending on the status of COVID at the time of the Feast.
- The annual Feast food booth meeting was held virtually May 12, with over 30 food booth coordinators present. Food booth chairman Jason Stanfield, Jeff and I answered questions about possible supply limitations and what COVID safety protocols would be needed. It was an insightful meeting with good questions and dialogue. All prior foods are a “go” for 2021.
- 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 has been posted online and many have already been filled out and returned.
- 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 and I were interviewed by Rick Mummy of 106.7 about the status of the 2021 Feast and all that the Feast does for the community.
- During his visit to Ouiatenon 5/21, French Ambassador Etienne stressed the importance of the Feast to French culture and the Lafayette community.

Other Committee Reports May 2021

Development and Membership Committee

Membership Mini Report- May

Only 4 renewal notices sent out for May, 0 will be up for renewal in June. This is due to some wacky things done by membership staff in the past few years which shifted due dates.

Several new memberships purchased recently

Member Planet expires at end of June.

- Square should be able to take over the online purchasing for memberships
- To replace Mass email service:
 - o Constant Contact (up to 500 contacts= \$20 per month, total of \$240 per year)
 - I signed up for a 60 day free trial of this software
 - o Vertical Response (up to 500 contacts= \$11 per month, total of \$132 per year)
 - o iContact (up to 1,500 contacts= \$15.00 per month, total of \$180 per year) There is a non- profit discount possible.
 - o All got good reviews from users that I contacted.

1st newsletter of 2021 got some good feedback.

- Negative feedback: we recognized the 2020 donors, but there are some “donor-level” members who felt slighted by not being recognized. They consider themselves donors, but we consider them members. I will spotlight “donor-level” members in the next newsletter.
- Erika is working with an intern who can help us revise the newsletter and make it (and emails) look more cohesive and polished. This might not go into action until 2022, depending on the interns availability.

I’d like to send a letter to our lifetime members that will confirm their contact info and that they are still active. Most of them have not given us an email address, so they are not getting regular communication from TCHA. There are 63 lifetime members on our roster.

Kelly

Leslie reported that the History Center fire protection will be installed by Mulhaupt for \$4,100. Restricted funds will be used to cover the smoke detector expenses. The Community Foundation and NCHS grants will be used for roof repairs.

With reference to the agenda items listed under new business, the Committee Co-Chairs introduced discussion about the Committee’s purpose. Committee members began a planned brainstorming session by determining the greatest need for TCHA today. It was quickly identified as financial security. Specifically, the best option would be to increase the endowment grants. Further discussion will be taken to determine next steps.

A “raison d’etre” transition was attempted to broaden the current outlook to one of a vision for this Committee. The priority would be the preservation, archival, and storage of the collections. All activities of the Committee would respond or be tied to the vision. The collection issue was not viewed as an immediate concern. A previous Board retreat had a similar concern that was not pursued.

The next schedule meeting will be the first Tuesday of June.

Dale and Ken will create an illustration of their thoughts about the “vision” concept and send it ahead for all members to review

Operations Manager Report
Leslie Martin Conwell
May 2021

Administration:

- TCHA's insurance policy has been renewed for the year.
- The audit request from the workers comp insurance company has been completed and returned.
- Requested documentation has been filed with Workforce Development in regards to unemployment compensation from last year.
- Jeff and I are meeting virtually once a week to ensure good communication and smooth staff/board operations.
- The Gathering church group is no longer renting the History Center for church services. They have moved to Carnahan Hall. One reason given to me was the lack of parking around the History Center, especially in light of the recent construction.
- I completed my CPR, AED, and first aid training.
- THANK YOU to Kelly Lippie for being "me" while I took a week of vacation.
- Kelly and I worked on cleaning out Craig's old office.

Grant follow-up and donations:

- The Amazonsmile 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 [amazonsmile.com](https://www.amazon.com/amazonsmile).
- 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. The committee will discuss this next month.
 - June- NCHS grant letter of intent due- NOTE: This grant will not pay for repairs, so we cannot apply for the 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:

- Contact was initiated with Mulhaupt's to begin the installation of smoke detectors at the History Center. I've not been advised yet of the start date.
- Roof- History Center- the main area of immediate concern, above the kitchen and banquet hall, has been patched by Schafer Roofing. Rick Conwell replaced the damaged ceiling tiles.

- 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, the Battlefield Museum 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 Ouatennon artifact photos.
- Several videos on the Ouatennon artifacts have been posted on the Feast group page.
- 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 am serving 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. TCHA is receiving a free space to promote our programs, collections, and archives. Mary Anthrop is working on a display, as is Kelly Lippie.
- The Civil War Roundtable held their meeting virtually May 11. The presenter, Mary Anthrop, came to the History Center and I assisted her doing the Zoom from my computer.
- Several board and staff attended an organizational meeting for the Bicentennial Committee.
- The Ambassador of France's visit to the Preserve and the Blockhouse was a wonderful event that created great exposure and connections.

Staffing:

- Special thanks to all of the staff for continuing to be budget conscious.
- Staff is meeting on a monthly basis via Zoom. We hope to go in-person next month.

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