

**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, June 27, 2023

HYBRID MEETING – IN PERSON and ZOOM

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

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

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

Connecting Information for Zoom Meeting

- If you have a computer with a web camera and microphone (most web cams have a microphone built in), connect to the meeting by clicking on the hi-lighted “[https://zoom.us/....](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=VkRWdFduYUJlMlRlZz09>

Meeting ID: 821 7763 7216

Passcode: 830615

One tap mobile

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Find your local number: <https://us06web.zoom.us/j/82177637216?pwd=VkRWdFduYUJlMlRlZz09>

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

- 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 May 23, 2023 Board meeting – *Pages 4-7*
- Officers' reports and business
 - President
 - Conflict of interest and whistleblower forms
 - New member recruitment and sponsorship
 - TCHA Logo Wear
 - Vice President
 - Secretary
 - Treasurer
 - Account balances (cash balance) – *Pages 8-10*
- Executive Director report – Claire Eagle – *Page 11*
 - Property Insurance moved to Cincinnati Ins. – better rates and coverage
 - HVAC in HC Auditorium fixed.
 - Blue Fox having trouble finding parts for Arganbright AC issue
 - Mulhaupts issues solved for now
- Battlefield Museum report – Trey Gorden – *Page 12*
 - Visitor numbers are ok, but not stellar.
 - Come out and see *From Pencils to Pixels: Hoosier Cartoons and Comics*.
 - Still looking for a Feast Assistant.
- Membership – Kelly Lippie – *Page 13*
 - Issue 2 of the membership newsletter was email out on June 20th.
 - Gift membership form is still being sent to members when they are up for renewal.
 - Promoted membership at the Juneteenth festival on June 17th.
- Collections Committee – Kelly Lippie – *Page 14*
 - Huston electric moved the historic light pole from the ground of the Fowler House to storage in the Arganbright back-yard.
 - Vote on changes to collections policy
- Library Report – Amy Harbor – *Page 15*
 - I will be gone from June 24 to August 2. Kelly will work in the library on Thursday afternoons and Fridays while I'm gone.
 - Looking for help with the October cemetery tour at Spring Vale. It's early still, but I'd like to get helpers lined up. I only have four people so far, and I'd like at least a dozen.
- Feast report – Leslie Martin Conwell – *Page 16*
 - A Feast favorite food, apple dumplings, will be done this year by a new scout group.
 - Feast committee members and Feast volunteers will be cutting booth poles at Prophetstown State Park on July 8. Volunteers are needed.
 - A Feast Volunteer Call-Out will be held August 26 at 6 p.m. at the History Center.
- Notes from Committees – *Pages 17-20*
- Any Other Business
- **END AGENDA**

Minutes for May 23, 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, Nick Schenkel, Kevin Cullen, Marsha Selmer, Brooke Sauter, Quentin Robinson, John Thieme, Julie Byers, Del Bartlett, Walt Griffin, David Hovde; Governors Lorita Bill and Pete Bill, Colby Bartlett, Jeff Burnworth, attended online. Governor H Kory Cooper, Quentin Robinson, Kevin Cullen, and Todd White were not present in person or online. Executive Director Claire Eagle and Curator Kelly Lippe were present in person. TCHA staff attending online were Research Librarian Amy Harbor, and Feast Event Manager Leslie Martin Conwell.

The Minutes of the April 25, 2023, Board Meeting were presented and approved, with corrections, 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; only one board member still needs to fill out and return them.

President Schwab introduced Jim Keene from First Merchants Bank to present the state of TCHA's investments with the bank and answer questions from TCHA board members.

Mr. Keene reported he does not expect interest rates to be lower anytime soon.

He stated that First Merchant's capitalization position is strong (after noting the recent news of unexpected bank failures across the nation).

He noted that every investment class held by TCHA lost value in 2022; this reflects national trends he stated, the first quarter of 2023 is reporting more positive results so far this year.

Mr. Keene reminded us that TCHA requests a distribution of 5% (five per cent) of the sum of the average total of the last three years' total holdings. He reminded us as well that TCHA has a somewhat aggressive investment strategy.

He concluded by responding to several questions from Board members.

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 April 25 meeting.

Treasurer Lorita Bill reviewed the Treasurer's report (see attached), drawing attention to the reduction in cash held in TCHA's bank accounts; this decline is expected in May based on previous years' experience.

She drew the board's attention to a new section of the Treasurer's Report, "Investment Accounts" which will now be reported upon quarterly. The March 31, 2023, report shows that TCHA has \$1,613,852.98 in total investments which is a reduction from the total held by TCHA on March 31, 2022.

In other reports the Treasurer noted that "Cash less AP and Credit Cards shows an increase of \$79,127.77 beyond the amount shown on April 30, 2022.

The Actual net operating income for January – April 2023 shows an increase of \$41,739.89 from the Budgeted amount though the overall Operating Income total remains negative.

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

ED Eagle reported that TCHA's property insurance (through Underwood Insurance) was renewed on May 10. She is working with the Agency to receive another quote for consideration.

ED Eagle will pursue a "NOW" grant from the Community Foundation if a change in the existing security system is needed for TCHA's current building security services.

She reported as well on programing, facilities and grants and donations (see attached Report).

Trey Gordon presented a written Battlefield Museum Report (see attached).

With road construction continuing his Report notes that alternate routes to the Museum have been posted, but Gordon noted a significant drop off in attendance at the Battlefield Museum.

Gordon is seeking a part time, temporary employee to help with Feast preparation duties for which he is responsible. He was not present to offer other comments.

Kelly Lippe presented the Membership Committee Report and the Collections Committee Report (see attached documents

Ms. Lippe continues working with other TCHA staff to see if automatic renewals and/or gift memberships can be available when membership is purchased with Square online.

She presented the Collection Development Report, bringing several topics to the Board's attention; among them announcing that TCHA will be a hosting site for a Purdue project titled "Visual Memories" to encourage photo scanning by members of the community.

In addition to the many activities and acquisitions noted (see attached) Ms. Lippe asked Board Members to review an updated Collections Policy which she requested be voted upon at the June TCHA Board meeting.

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

Among several topics, she drew attention to the Feast Volunteer call-out scheduled for August 26 at 6 pm at the History Center.

The number of food booths at the 2023 Feast will be larger than last year.

Ms. Martin Conwell thanked Board Member Brooke Sauter for scheduling volunteer sewing classes for Feast participants from June through September (calendar dates were included with her Report).

She shared Feast Facebook statistics with us, which showed 17,627 views in the last month.

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

An expanded written report was provided (see attached) which includes announcement of a grant income from the cities of Lafayette and West Lafayette as well as Indiana Humanities.

It was announced that Brooke Sauter is now co-chair of the committee (replacing Erica Kvam).

The Report notes discussion has begun centered on funding for TCHA sponsored Historical Makers. Ideas will be pursued with the Historical Markers Committee.

The Facilities Committee Buildings and Grounds did not meet since the last Board Meeting.

However, it was noted that with reference back to the Executive Director's written report, that the HVAC system at the History Center and at Arganbright are suffering from what seem to be chronic issues that may be unique to the installed systems.

The Lafayette Bicentennial Publications Committee has released a list of topics for potential contributors/writers for the planned 200th anniversary publication. We are asked 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 was not present but it was reported by committee member Bartlett that mowing of the Preserve Area will now be increased to a 16-foot (sixteen foot) perimeter around the property. A question was posed from a Board Member about the need for expensive internet services; could less expensive services serve the needs of the Preserve?

President Schwab reported that May programs were well received by the community.

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 had no written report.

There being no additional business, Jeff Burnworth, seconded by Marsha Selmer moved adjournment and the motion was approved by a voice vote at 6:35 pm.

Respectfully submitted by Nick Schenkel, TCHA Secretary

Treasurer's Report
Lorita Bill
June 2023

Tippecanoe County Historical Association			
Selected Accounts			
May 2023			
	5/31/2023	4/30/2023	Change from Last Month
Bank Accounts			
1000 Petty Cash	546.37	571.32	(24.95)
1010 First Merchants Checking	200,367.02	246,010.71	(45,643.69)
Moved to TCHA Trust 10-17-22	-	(50,000.00)	50,000.00
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	87,998.14	88,240.10	(241.96)
1045 Feast Rainy Day Account	10,050.48	100,050.39	(89,999.91)
1046 Feast Rainy Day CD	90,000.00	-	90,000.00
1150 Undeposited Funds	421.24	338.85	82.39
Total Change in Cash	425,394.73	421,222.85	4,171.88
			-
2000 Accounts Payable	(12,911.78)	(5,791.87)	(7,119.91)
2005 Credit Card	(3,958.36)	(4,901.18)	942.82
Cash less AP and Credit Cards	408,524.59	410,529.80	(2,005.21)
	5/31/2023	5/31/2022	Change from Last Year
Bank Accounts			
1000 Petty Cash	546.37	571.26	(24.89)
1010 First Merchants Checking	200,367.02	184,090.06	16,276.96
Moved to TCHA Trust 10-17-22	-	(50,000.00)	50,000.00
1015 Emergency Maintenance Fund	31,733.15	31,733.15	-
1025 History Center Restricted Account	4,278.33	38,776.41	(34,498.08)
1027 Ouiatenon Preserve Account	87,998.14	79,044.59	8,953.55
1045 Feast Rainy Day Account	10,050.48	100,032.10	(89,981.62)
1046 Feast Rainy Day CD	90,000.00	-	90,000.00
1150 Undeposited Funds	421.24	1,237.04	(815.80)
Total Change in Cash	425,394.73	385,484.61	39,910.12
2000 Accounts Payable	(12,911.78)	(9,395.13)	(3,516.65)
2005 Credit Card	(3,958.36)	(3,138.81)	(819.55)
Cash less AP and Credit Cards	408,524.59	372,950.67	35,573.92

			Change from
	5/31/2023	6/23/2023	5/31/2023
Bank Accounts			
1000 Petty Cash	546.37	571.34	24.97
1010 First Merchants Checking	200,367.02	194,133.55	(6,233.47)
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	87,998.14	87,808.83	(189.31)
1045 Feast Rainy Day Account	10,050.48	10,050.48	-
1046 Feast Rainy Day CD	90,000.00	90,000.00	-
1150 Undeposited Funds	421.24	1,341.50	920.26
Total Change in Cash	425,394.73	419,917.18	(5,477.55)
2000 Accounts Payable	(12,911.78)	(5,729.34)	7,182.44
2005 Credit Card	(3,958.36)	(1,884.08)	2,074.28
Cash less AP and Credit Cards	408,524.59	412,303.76	3,779.17
			Change from
Investment Accounts	3/31/2023	3/31/2022	Last Year
TCHA Trust	1,291,882.93	1,340,845.22	(48,962.29)
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	1,663,853.98	1,767,325.03	(103,471.05)
*Investments are updated quarterly			

Tippecanoe County Historical Association			
Budget vs. Actuals: 2023			
	Jan-May 2023		
	Actual	Budget	Variance
Income			
4015 Grant Income	-	-	-
4020 Contributions	68,612.45	52,255.00	16,357.45
4200 Museum Store Sales	10,102.15	11,500.00	(1,397.85)
4400 Library Revenue	806.20	1,000.00	(193.80)
4500 Membership Dues	9,092.50	5,085.00	4,007.50
4600 Programs & Education	7,311.46	9,500.00	(2,188.54)
5000 Feast Of The Hunters Moon	11,098.00	5,345.00	5,753.00
Total Income	107,022.76	84,685.00	22,337.76
Cost of Goods Sold			
7720 Merchandise Sold	4,624.49	5,175.00	(550.51)
Total Cost of Goods Sold	4,624.49	5,175.00	(550.51)
Gross Profit	102,398.27	79,510.00	22,888.27
Expenses			
6001 Salaries, Wages & Benefits	77,627.11	99,923.00	(22,295.89)
7003 Administrative Expenses	5,050.36	4,990.00	60.36
7004 Contract Services Administrative	9,543.76	9,000.00	543.76
7007 Equipment & Supplies	619.68	1,500.00	(880.32)
7012 Collections, Exhibits & Library	1,881.54	2,830.00	(948.46)
7013 Museum Store Expenses	493.50	1,330.00	(836.50)
7799 Insurance and Taxes	8,075.50	8,222.00	(146.50)
7815 Repairs & Maintenance	11,669.01	15,625.00	(3,955.99)
7816 Contractual Services - Facilities	2,384.96	1,750.00	634.96
7817 Utilities	19,805.31	22,487.50	(2,682.19)
8500 Membership Expenses	482.00	900.00	(418.00)
9100 Feast Expenses	18,070.82	16,506.35	1,564.47
9201 Programs & Education Expense	2,793.98	2,047.50	746.48
Total Expenses	158,497.53	187,111.35	(28,613.82)
Net Operating Income	(56,099.26)	(107,601.35)	51,502.09
Other Income			
4910 Other Income	3,800.00	3,500.00	300.00
6100 Investment Income (distribution)	22,639.58	21,950.00	689.58
Total Other Income	26,439.58	25,450.00	989.58
Net Income (Before Depreciation)	(29,659.68)	(82,151.35)	52,491.67

Executive Director Report
Claire Eagle
June 2023

Administration

- Our property insurance has now changed to Cincinnati. After quoting we were able to get a much better premium and better coverage.
- I'll be attending the Association of Midwest Museums/Association of Indiana Museums conference at the end of July.

Grants and Donations

- Applied for and received a NOW Grant for \$8,305.57 from the CFGL.
- Trey, Kelly and I were 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. After beginning some work on the application, we realized that the time left before the due date and the time that was needed to get a good application together were unfortunately not the same. I'm continuing to keep an eye out for other grant opportunities for this project.

Facilities

- The HC Auditorium HVAC has been fixed. We are waiting for a part to repair the system for the second floor of Arganbright. Unfortunately, they can't even find the part so there is no eta. There were also a couple old dial thermostats changed to digital at Arganbright and the HC paid for by the NOW Grant.
- Mulhaupts issues seem to be fixed. We have not had any problems since the last tech visit. We will not be charged for any work that was completed after I escalated to the Service Manager. At this time, I am recommending we do not move forward with looking for a new security company. If there are any other major issues, my opinion will definitely change.

Programming

- Kelly and I attended the Juneteenth Celebration at Tapawingo Park on June 17th. We took materials that Mary Anthrop had prepared containing local black history stories. I think it was very successful and we had a lot of great feedback. Mary was also on the Star City News broadcast the Friday before showcasing TCHA. Watch it [here](#).
- Program planning is going to change to a quarterly schedule on a rolling basis (i.e. January-April programs will be scheduled by November, May-July programs will be scheduled by March). This is to alleviate the stress on program committee members that occurs when planning an entire year of programs at one time and will hopefully reduce mistakes/changes in our programming materials.

The quarterly programming schedule change would also mean a quarterly release of a smaller program brochure instead of a large one at the beginning of the year. This would also potentially eliminate the monthly program reminder postcards. I will speak with National Group to see if their in-kind donation could be applied to the quarterly brochure instead of a postcard.

Battlefield Museum Report
Trey Gorden
June 2023

June, 2023

- Visitor numbers are ok, but not stellar.
- Come out and see *From Pencils to Pixels: Hoosier Cartoons and Comics*.
- Still looking for a Feast Assistant.

This month our visitor numbers are up from last month, with **927 visitors** as compared with last month's 610. Both are way down from last year's 1191. The signs I put out last month are doing some good (people tell me that the signs save them a lot of trouble), but I also get calls from frustrated people who can't find us. I imagine that lots of people who are having trouble don't bother to call.

The new IHS traveling exhibit, ***From Pencils to Pixels: Hoosier Cartoons and Comics***, is here. Dave Sattler has generously loaned us parts of his extensive collection, and Kelly has used these artifacts to enhance the information in IHS's panels. You really have *got* to see it. Come on out!

The **Indiana Fiddler's Gathering** is ongoing as of this writing, but will be over by the time you see this report. Thus far everything seems to be going swimmingly.

I'm still in the market for a **temporary staff person** to serve as Feast assistant from early August to mid-October. **Rick Conwell** has generously offered to fill the position again—if I don't find anyone else who can do it. So, although there is nobody in the world more qualified than Rick for the position, I'm still honor-bound to keep looking.

The perfect candidate 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
June 2023

- Issue 2 of the membership newsletter was email out on June 20th.
- One of the Treasure members took advantage of the new perk to advertise for free in the TCHA newsletter.
- Recurring payment options through Square for online purchases not available. Still trying to determine the best way to list gift memberships.
- Gift membership form is still being sent to members when they are up for renewal.
- Promoted membership at the Juneteenth festival on June 17th.

Membership Level	Renewal Period	Total as of April 22	Total as of May 19	Total as of June 22
Individual (\$35)	Annual	63	64	65
Senior Individual (\$30)	Annual	75	75	78
Senior Couple (\$40)	Annual	83	85	89
Family (\$50)	Annual	56	57	54
School/Club (\$100)	Annual	0	0	1
Patron (\$100)	Annual	60	62	65
Sustaining (\$250)	Annual	19	19	19
Benefactor (\$500)	Annual	2	2	2
Treasure (\$1,000)	Annual	3	3	3
Lifetime	Lifetime	28	28	28
Total Memberships		389	395	404

Total members as of June 22, 2023 **404 members.** (395 members total in June 24, 2022)

TCHA Collection Department Report

Kelly Lippie

June 2023

- Hosting site for Purdue project “Visual Memories” May- June. This was a 3-part workshop planned by Purdue faculty, TCHA is just offering the host site for the project.
- One new intern for the summer who is researching and writing articles for the Bicentennial book.
- Trey and Rick helped to edit labels and clean guns in the Gun Room at the Battlefield Museum on May 24.
- Ongoing volunteer projects in collections includes: cataloging and scanning photographs, cataloging archival materials, sorting and weeding the vertical files, digitizing archival materials (advertising and political materials).
- Working with the Old Tippecanoe Quilt Guild to host a quilt event, this will include the exhibition of 7 TCHA quilts and a slide show of the rest.
- Met with volunteer from Linden train museum who wanted advice about archiving and collection storage their records.
- Former intern now working with a West Lafayette group to get historic neighborhood designations; pulled some historic maps for her to research.
- Huston electric moved the historic light pole from the ground of the Fowler House to storage in the Arganbright back-yard.
- Worked on some preliminary info for an NEH grant.
- Attended the “meet-and-greet” for new Fowler House board members.
- Indiana Historical Society delivered a traveling exhibit to the Battlefield. This is a free loan that will be on exhibit there from June 8 through July 9.
- Helped researcher find historic house photographs.
- Met with donor to get identifications on historic photo album images.
- Attended Webinar on June 22: Collaboration Between Museums and Indigenous Partners.
- 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 June 7th.

- 11 new accessions created.
- Several materials rejected.
- No questions have been received about the updates to the Collections Policy.
- **Board Action Required: 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.**

Library Report
Amy Harbor
June 2023

I will be gone from June 24 to August 2. Kelly will work in the library on Thursday afternoons and Fridays while I'm gone.

Volunteers will continue their indexing work while I'm gone.

The library has been busy since the weather is warming up and genealogists start their pilgrimages to search for documents. Yesterday I made 212 paper copies for a researcher.

I sent an email to staff and board members asking for help with the October cemetery tour at Spring Vale. It's early still, but I'd like to get helpers lined up. I only have four people so far, and I'd like at least a dozen.

Feast Report
Leslie Martin Conwell
June 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.
- A Feast favorite food, apple dumplings, will be done this year by a new scout group.
- Ouiatenon 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 July 8. Volunteers are needed.
- The Feast will be applying for an Indiana Humanities Action Grant for programming support.
- TCHA board member Brooke Sauter is teaching sewing classes to Feast participants wanting to upgrade their period clothing. Classes are held at the History Center. See the schedule at the end of my report. Two classes have already been held, and have been well received.
- 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:
 - 22,127 people viewed the page
 - There have been 60 posts, 406 comments, 4005 reactions
 - 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
June 2023

Development & Membership Committee

Last meeting: Monday, June 12, 4:30 PM History Center

- **Community Foundation - LED lights, computers, microphones/stands, meeting video camera**
 - The LED light conversion – we are DONE with LED light installation at Arganbright.
 - TO DO: Still need to dispose of remainder of ballasts and fluorescent bulbs. We can probably do it a little at a time through the 9th Street Waste Reclamation facility.
- **NCHS / Feast Trailer**
 - Decals were the last thing to install and they have been put on the trailer.
 - We received some of the money at the Bravo for the Arts banquet last fall and will receive the remainder after completing the final report and submitting documentation and receipts per the contract.
- **Newsletter**
 - A “thank you for renewing” and a new member list was included in the newsletter
 - The electronic newsletter was very professional looking, and contained mentions of the legacy bricks and Amazon Wish List (we put supplies on list and others buy them for us). We might consider duplicating that list in the newsletter since people aren’t likely to randomly run across our Wish List unless they are specifically looking for it.
- **Recruitment challenge (Board members challenged to “sponsor” or recruit at least one new member)**
 - 5 Board members have contributed a total of 13 new members
- **Increased recognition of Current TCHA logo**
 - The Banner across Columbia for the Feast has been paid for, but they will be using the old banner that does not contain the TCHA logo next to the Feast logo. When the banner gets replaced completely, the TCHA logo can be added to it.
 - The “sandwich” board to be placed outside of the History Center will be used with an announcement placard of some type and posted on the patio on the day of HC events.
 - Information has been given to the Board on how to order TCHA logo shirts.
 - Sale of T-shirt apparel for the Feast set-up crew will be conducted through the Athlete. Jeff Schwab has stated that the TCHA logo will be added next to the Feast logo on those shirts.
 - Paper coasters are being designed for the Feast with TCHA’s logo. The coasters will be square and as of 6/22 Brooke is working on the design. Target is to have for July.
- **Meeting with Candy Silver at Community Foundation**
 - Claire reported that they received folders with information about CF programs
 - Essentially: we (TCHA - Claire in specific) identify individuals who might be interested in some type of planned giving and we (TCHA - Claire) will get the donor hooked up with CF.
- **Development campaigns and Annual Appeal for rest of 2023**
 - Clair discussed options with National Group and it was going to \$700-800 less to have National Group prep a standard (non-personalized) letter with a non-stamped return envelope and use our mailing permit than it would be for us to manually stuff a printed letter (personalized by notes from Board members) and stamped return envelope and use a 1st class stamp (Forever stamp).
 - Pros and cons of each method were discussed. It was decided to discuss again and decide at the next meeting so we can meet the mid-August mailing

Facilities Committee

Last meeting 3:30 Thursday, June 15, 2023 – History Center

- A/C failure at Arganbright.
 - Second floor A/C unit had a leaky coil that had to be replaced. Blue Fox brought out a coil, but after attempting to replace the faulty one, they discovered it was not the correct part. As of 6/23 the new coil had not been located.
 - 6/19 Claire contacted Blue Fox and requested they bring a portable or window A/C unit to help keep the 2nd floor cooler. Claire reported they brought one out and the temperature has been hovering around 80-83 degrees since then, which is acceptable for the server.
- HVAC at History Center
 - Three thermostats had been replaced. A component of the auditorium system was replaced. The A/C is currently working adequately in the banquet room area and auditorium.
 - Claire is working on getting estimates for alternatives or replacement systems so we can do long range planning for replacing the old HVAC system over time.
- LED light fixtures and bulbs in Arganbright
 - LED conversion is completely done in Arganbright. Not all lights have been replaced because some fixtures are hard to access. But all purchased LED light fixtures have been installed.
- Fowler House lamp post
 - Light pole is behind Arganbright in the “boneyard” and top lamp part is upstairs at Arganbright in a cardboard box
 - This marks the last thing we needed to get from Fowler House
- Arganbright Security System and HC Security System
 - A loose wire was causing problems with the system at Arganbright. Has been fixed.
 - Sensor was moved at the History Center and that appears to be fixed for now.
- Cost of the internet service at the Fix House - looking to reduce cost of plan while preserving security
 - Current plan is the highest speed, and most expensive (\$92 per month) service plan.
- Blockhouse power out
 - Construction around blockhouse required power to be turned off for two days. The contractor didn’t know we have a security system in the blockhouse and we received a notification that the system was running on battery only
- Comcast Bandwidth service for Feast
 - Jeff Schwab is working with Comcast to increase our bandwidth during the month of the Feast so we can better accommodate phones and internet connection during the event
- Inspection of the Arganbright roof
 - Claire is going to schedule inspection sometime this summer or early fall
- Cleaning service provider for Arganbright, HC, and Battlefield - So far Kelly and Claire are happy with how they are doing
- Formal safety and equipment training for use of the HC kitchen - Claire will do this over this coming winter down-time
- Future Facilities Needs Assessment document - Pete did measurements of main public areas of the first floor in early May.
- Claire’s office floor - tiles are disintegrating, and floor feels spongy near wall - will be checked
- Ground hogs - Kelly reports they are still there and seem to be multiplying
- Lorita reviewed financial statements for repair and maintenance
 - Overall expenses are within projected budget for first half of the year

Lafayette Bicentennial Publications Committee

Ouiatenon Preserve Committee

OP Committee Mtng 06/20/23

In attendance: Kory Cooper, Del Bartlett, David Hovde, Leslie Conwell, Colby Bartlett (via phone), and TCHA exec director Claire Eagle.

- Del showed email from the Archaeological Conservancy regarding their willingness to run an ad for this year's Feast of the Hunters' Moon in the fall issue of their magazine American Archaeology. They also expressed interest in doing an article about the preserve.
- Del confirmed the agreement with the Lafayette Sportsmens' Club was finalized at the May board meeting, which I missed. The last remaining issue had been the defined mowing away.
- There was a discussion of the abundance of poison ivy out at the preserve and mention was made of attempting to spray to kill it off prior to any future archaeological field school. It was pretty bad during the 2022 field school.
- Colby mentioned an investigation of the supposed canoe cuts might be of interest for a future field school focus. I mentioned the possibility of doing a Phase I survey of the newly acquired 90 acre tract.
- Colby mentioned mowing has slowed down at the preserve due to dry conditions.
- Duke Energy put up a new metal pole near the overlook and left the wooden stump from the previous pole. Colby will follow up with Duke about getting it removed.
- There was a discussion of the plan for the OP overlook at this year's Feast. Last year it was blocked off with tape and cones and two cones were stolen. The consensus seems to be that this year it will be open with a sign reminder drivers to stay on the gravel areas. We revisited the plan to get boulders placed at the overlook to potentially help keep people from driving where they shouldn't. Kohlers had expressed interest in donating labor and equipment and Purdee has expressed interest in donating the boulders. Colby will follow up with both in the fall.
- We discussed having a future OP committee meeting at the Fix House. Mike Reckowsky is still waiting to hear back from the people who looked at the property last year. They are supposed to provide Mike (free of charge) some plans and estimates for what could/should be done to make the house usable by the public .
- Colby mentioned in the past having TCHA board meetings at various properties so all board members could get more familiar with them. This came up in the context of scheduling a time for board members to get a tour of the preserve and be shown the various tracts that are currently in the preserve, or will be considered for addition in the future. Claire said she would bring this up to Jeff.

Program Committee

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

Other members: Quentin Robinson

1. Previous Program Review
 - Saturday, May 13 – Family Day at the Fort: Candle Dipping: 12 attendees
 - Saturday, May 20 – Greenbush Cemetery Tour: 200+ attendees (ran out of the 115 programs printed within the first 15 minutes)

- Saturday, May 27 – Walking in Their Footsteps: 25 attendees
- Saturday, June 3 – La Fête de Saint Jean Baptiste Celebration: 40 attendees
- Saturday, June 3 – Family Day at the Fort: Games Children Played: 10 attendees
- Thursday, June 8 – Stories Buildings Tell: 25 attendees
- Monday, June 12 – School of the Artifact: Weird Whatzits: 9 attendees

2. Upcoming Programs

- Tuesday, June 20 – Show and Tell: Fred Hovde
Claire has confirmed with Michael Smith. This program will not be on zoom or recorded as Dr. Smith has requested otherwise.

3. Schedule Updates

- The Indiana Humanities Unearthed Speakers Bureau presentation Living on Indigenous Landscapes (Dr. Luke Gascho) will take place on the Saturday of Commemoration (November 4) at 12:30 p.m.

4. 2024 Programs

- Program planning is going to change to a quarterly schedule on a rolling basis (i.e. January-April programs will be scheduled by November, May-July programs will be scheduled by March). This is to alleviate the stress on program committee members that occurs when planning an entire year of programs at one time and will hopefully reduce mistakes/changes in our programming materials.
- With the Fort Ouiatenon book coming out in January, we would like to move forward with a book signing release party. Discussions have begun on who, what, where, when. More details to come.
- The quarterly programming schedule change would also mean a quarterly release of a smaller program brochure instead of a large one at the beginning of the year. This would also potentially eliminate the monthly program reminder postcards. Claire will speak with National Group to see if their in-kind donation could be applied to the quarterly brochure instead of a postcard.
- As we gear up for the 2025 and the bicentennial, a suggestion was made to do a series in 2024 around our 'greatest hits.' These programs would be repeats of our popular programs of the past.
- Discussions are still ongoing as to our programming schedule for 2025 and 2026 as we celebrate the bicentennial of Lafayette and Tippecanoe County. This includes beginning a podcast or video series.

Publications Committee

2023 BOARD OF GOVERNORS TERMS (3 Year Terms)

Name	Term Ends (Annual Mtg. Jan/Feb)
Colby Bartlett	December 2023 (January 2024)
Del Bartlett	December 2024 (January 2025)
Lorita Bill	December 2023 (January 2024)
Pete Bill	December 2025 (January 2026)
Jeff Burnworth	December 2023 (January 2024)
Julie Byers	December 2024 (January 2025)
H. Kory Cooper	December 2024 (January 2025)
Kevin Cullen	December 2023 (January 2024)
Walt Griffin	December 2025 (January 2026)
David Hovde	December 2025 (January 2026)
Quentin Robinson	December 2024 (January 2025)
Dave Sattler	December 2023 (January 2024)
Brooke Sauter	December 2025 (January 2026)
Nick Schenkel	December 2024 (January 2025)
Jeff Schwab	December 2024 (January 2025)
Marsha Selmer	December 2024 (January 2025)
John Thieme	December 2025 (January 2026)
Todd White	December 2024 (January 2025)

2023 OFFICERS OF THE BOARD (1 Year Term, not more than 5 consecutive terms)

Position	Name	First Term Began	Term Number in 2023	Re-election eligibility ends
President	Jeff Schwab	February 2021	3	January 2026
Vice President	Dave Sattler	February 2022	2	January 2027
Secretary	Nick Schenkel	February 2023	1	January 2028
Treasurer	Lorita Bill	February 2021	3	January 2026

TCHA COMMITTEES – 2023

* indicates Chair or Co-Chair

Standing Committees

Executive Committee

Board President *
Board Vice President
Board Treasurer
Board Secretary
Chair of the Budget, Finance, and Risk Management Committee

Collections Committee

<u>Board and Staff:</u>	Quentin Robinson	Rick Conwell
Kelly Lippie *	Nick Schenkel	Carolyn O’Connell
Kevin Cullen	Marsha Selmer	Mary Springer
Trey Gorden	<u>Other Members:</u>	
Amy Harbor	LA Clugh	

Facilities Committee (formerly the Buildings & Grounds Committee)

Pete Bill *	Del Bartlett	Kevin Cullen
Walt Griffin *	Lorita Bill	Kelly Lippie
Colby Bartlett	Jeff Burnworth	Marsha Selmer

Finance, Budget, and Risk Management Committee

Lorita Bill*	Jeff Schwab	Todd White
Julie Byers	John Thieme	

Nominating Committee

Quentin Robinson *	Colby Bartlett	
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Other Committees

Development & Membership Committee

Pete Bill *	Del Bartlett	Kelly Lippie
Brooke Sauter *	Jeff Burnworth	Dave Sattler

Employee Benefits Committee

Board President *	Lorita Bill	<u>Other Members:</u>
Chair Budget Cmte	Walt Griffin	TCHA Director (non-voting)
Treasurer	Todd White	Insurance Rep (non-voting)

Feast Committee

Leslie Martin Conwell *	Dan Alford	Mary Fisher
Jeff Schwab *	Sara Bartlett	Mike Geyer
<u>Board and Staff:</u>	Di Begley	Brian Hawn
Pete Bill	Mac Bellner	Erin Hicks
Jeff Burnworth	Terry Clark	Jeff Hockstra
Kelly Lippie	David Conner	Erika Kvam
<u>Other Members:</u>	Barb Deaton	Robert Leavitt

Randy Lower
Matt Riebsomer
Sheri Sondgerath
Jason Stanfield

Scott Stambaugh
Linda Swihart
Brian Wagner
Andy Wall

Jeni Watkins
Joyce Wiegand
Bill Young
Jan Young

Historic Markers Committee

Leslie Martin Conwell *
Del Bartlett
Julie Byers

Nick Schenkel
Other Members:
Duane Mantick

Stewart Schreckengast

Lafayette Bicentennial Publications Committee

Board and Staff:
David Hovde *
John B Norberg *
Pete Bill
Amy Harbor
Kelly Lippie

Quentin Robinson
Brooke Sauter
Jeff Schwab
Other Members:
Mary Anthrop

Carol Bangert
Joan Briller
Joseph Briller
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