

**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, July 25, 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=VkrWdFduTcvbmlhS1pSK2JhRTlaZz09>

Meeting ID: 821 7763 7216

Passcode: 830615

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Dial by your location

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

## **FUTURE DATES FOR MEETINGS and EVENTS**

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

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

- August 22, 2023
- October 24, 2023 (no September meeting due to Feast)
- November 28, 2023 (Thanksgiving is November 23)
- December 19, 2023 – Budget Meeting (3<sup>rd</sup> Tuesday due to Christmas holiday)

## AGENDA

- Call to order
- Minutes from June 27, 2023 Board meeting – *Pages 4-7*
- Officers' reports and business
  - President
    - Conflict of interest and whistleblower forms
    - Board recruitment
  - Vice President
  - Secretary
  - Treasurer
    - Account balances (cash balance) – *Pages 8-10*
- Executive Director report – Claire Eagle – Page 11
  - I've begun working on a new Employee Handbook. Candoor has very helpful templates.
  - Kelly and I have begun working on a new Disaster/Emergency Operations Plan.
  - HVAC is still down on the second floor of Arganbright
- Battlefield Museum report – Trey Gorden – *Page 12*
  - Visitor numbers are ok, but not stellar.
  - Rick Conwell will serve as Feast Assistant again this year, but I'm still looking for next year.
- Membership – Kelly Lippie – *Page 13*
  - Introduced email sign up opportunity at programs where non-members can sign up for a one-time email from membership that gives them information on upcoming programs and membership
- Collections Committee – Kelly Lippie – *Page 14*
  - Running the library on Thursdays and Fridays while Amy is on vacation.
  - Worked with Trey to clean up some exhibit spaces at Battlefield museum
- Library Report – Kelly Lippie substituting for Amy Harbor – *Page 15*
  - All library volunteers are continuing their projects as usual including indexes card catalogs into excel files.
  - 34 researchers into the library in the last month.
- Feast report – Leslie Martin Conwell – *Pages 16-17*
  - Feast promotional items- t-shirts, coasters, etc. are currently in production.
  - Thank you to First Farmers Bank & Trust for their sponsorship of \$4500.00.
  - Thank you to Subaru of Indiana for their sponsorship of \$3500.00.
- Notes from Committees – *Pages 18-20*
- Any Other Business
- *END AGENDA*

**Minutes for June 27, 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, Lorita Bill, Nick Schenkel, Pete Bill, Kevin Cullen, Walt Griffin, Marsha Selmer, and Todd White.

Governors Jeff Burnworth, H Cory Cooper and Colby Bartlett, attended online.

Vice President Dave Sattler and Governors Del Bartlett, Jeff Burnworth, Julie Byers, Kevin Cullen, David Hovde, Quentin Robinson, Brooke Sauter, John Thieme, were not present in person or online.

Executive Director Claire Eagle and Curator Kelly Lippe were present in person. TCHA staff attending online were Feast Event Manager Leslie Martin Conwell.

The Minutes of the May 23, 2023, Board Meeting were presented and approved, with corrections, by voice vote after a motion and second from Marsha Selmer and Loria Bill.

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.

The President reminded us to continue work to expand membership in TCHA as well as seeking sponsors/advertisers for the new newsletter.

He reminded us to consider purchasing TCHA logo wear for our own pride of membership as well as to better publicize TCHA in the community.

He concluded his report by noting he will be on vacation from June 29 - July 9.

Vice President Sattler had nothing to report.

Secretary Schenkel had nothing to report beyond the Minutes of the May 23 meeting.

Treasurer Lorita Bill reviewed the Treasurer's report (see attached), drawing attention to the amount of cash held in TCHA's bank accounts ("Cash less AP and Credit Cards"); this reduction from April to May is expected based on previous years' experience. She noted that the Battlefield donation box had a substantial amount of funds when the most recent deposit was made.

The Treasurer drew the board's attention to "net Operating Income" on the Budget vs Actuals" 2023 report page noting that the net operating income is better than predicted by the budget (though still negative).

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.

She noted as well that TCHA received an unexpected donation of \$1,500 (one thousand five hundred dollars) from the Fleeger estate settlement.

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

ED Eagle reported in particular that the HVAC has been repaired in the History Center's Auditorium though a part is still being awaited to repair the HVAC for the second floor of Argenbright.

She reported that she and Kelly Lippe had a successful experience at the Juneteenth Celebration at Tapawingo Park on June 17 and, with the help of research materials from Mary Anthrop.

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

Trey Gordon was not present but offered a written Battlefield Museum Report (see attached).

It was reported that the Indiana Fiddler's Gathering at the Battleground site was successful though a weather event (and loss of electricity for some time) interrupted the event on Sunday.

Gordon continues to seek a part time, temporary employee from early August to mid-October to help with Feast preparation duties for which he is responsible.

Kelly Lippie presented the Membership Committee Report. TCHA has increased membership by 9 (nine) since the end of June 2022.

Ms. Lippie then presented the Collections Committee Report (see attached documents).

In addition to the many activities and acquisitions noted (see attached) Ms. Lippie asked Board Members to approve the updated Collections Policy which she provided for the Board's review in May. The updated Collections Policy was approved unanimously after a motion by Marsha Selmer and Colby Bartlett.

The Librarian's written report was presented for review. Kelly Lippie noted that she will fill-in for Amy Harbor while Amy is on vacation in much of June and July (she plans to return to TCHA work on August 3). Ms. Harbor invited us to consider volunteering to help with the Spring Vale Cemetery walk scheduled for October – more details later.

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

Among several topics, she drew attention to the work needed to do pole cutting at Prophet's Town State Park and noted that TCHA will once again apply for an Indiana Humanities grant to help fund the Miami Native American attendance and programs at the Feast.

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). The classes are proving to be popular.

Advance ticket sales will begin online on July 10 and in-person on August 28.

She shared Feast Facebook statistics with us, which showed 22,127 views in the last month. Most popular were posts focused on artifacts, sewing, reminiscing about past Feast events and responses to her upcoming retirement as Feast coordinator.

Ms. Martin Conwell, in her role as a board member of the Juneteenth Celebration Greater Lafayette Committee, thanked TCHA for attending the community's Juneteenth Celebration earlier in the month.

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

The Development and Membership Committee (see attached report) highlighted the extensive work, not completed, to implement LED light conversion thanks to a grant from the Community Foundation.

It was noted that many grants received by TCHA are reimbursement grants which require TCHA to make payments and then receive reimbursement for expenses.

The new online Newsletter received positive comments for its professional look and feel.

EC Eagle reported that discussions have begun between TCHA and the Community Foundation of Greater Lafayette focused on planned giving opportunities that will benefit TCHA. More on this topic in the months to come.

The Facilities Committee's extensive report reminds us that much work is being accomplished thanks in part to an actively managed "to do" list that is maintained by the Committee. New concerns on this list include the EC's office floor and continued vigilance about leaks at the History Center due to the position of the roof area vents.

The Lafayette Bicentennial Publications Committee presented a written report (see attached); chairperson David Hovde was not in attendance at the Board Meeting.

The LBP Committee (see attached Report) has released a list of topics for potential contributors/writers for the planned 200<sup>th</sup> anniversary publication. We are asked to encourage authors to contact Mr. Hovde about interest in writing articles for the 200<sup>th</sup> anniversary book. We currently have 13-14 (thirteen to fourteen) articles in hand reported President Schwab.

The likely \$15,000 (fifteen thousand dollars) estimated cost for the book's publication will need to be fund raised; it is not part of the TCHA annual budget.

Chair of the Ouiatenon Preserve (OP) Committee Kory Cooper presented a written report with many topics of interest (see attached. In response to a request that the TCHA Board meet at various TCHA properties the question was raised as to how Zoom could be offered so that the hybrid meeting system can be offered at various sites.

Board Member Cooper also reported that discussions between TCHA and Indiana University museum will likely resume in July; he cautioned us that there is little (if any) institutional memory at either institution that dates back to late 1960's when the disposition of Fort Ouiatenon and Native American related collections were last determined.

President Schwab reported that June programs have been well received by the community.

Plans are being developed for programs in 2024. Programs will be publicized quarterly, a change from the Annual program guide offered at the Annual Meeting in January. The goal is to alleviate the stress of preparing an annual program well in advance of many of the scheduled programs and reduce the number of unanticipated changes/publicity mistakes that occur with such long-range programing planning.

The monthly programing publicity postcards now sent to members may be replaced with both an online and mailed paper brochure.

The Publications Committee had no written report.

There being no additional business, Todd White moved adjournment and the motion was approved by a voice vote at 6:04 pm.

Respectfully submitted by Nick Schenkel, TCHA Secretary

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

<b>Tippecanoe County Historical Association</b>			
<b>Selected Accounts</b>			
<b>June 2023</b>			
	<b>6/30/2023</b>	<b>5/31/2023</b>	<b>Change from Last Month</b>
<b>Bank Accounts</b>			
1000 Petty Cash	571.34	546.37	24.97
1010 First Merchants Checking	188,617.10	200,367.02	(11,749.92)
Moved to TCHA Trust 10-17-22	-	-	-
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	87,809.55	87,998.14	(188.59)
1045 Feast Rainy Day Account	10,050.56	10,050.48	0.08
1046 Feast Rainy Day CD	90,000.00	90,000.00	-
1150 Undeposited Funds	2,631.00	421.24	2,209.76
<b>Total Change in Cash</b>	<b>415,691.03</b>	<b>425,394.73</b>	<b>(9,703.70)</b>
			-
2000 Accounts Payable	(4,789.06)	(12,911.78)	8,122.72
2005 Credit Card	(2,650.84)	(3,958.36)	1,307.52
<b>Cash less AP and Credit Cards</b>	<b>408,251.13</b>	<b>408,524.59</b>	<b>(273.46)</b>
	<b>6/30/2023</b>	<b>5/31/2022</b>	<b>Change from Last Year</b>
<b>Bank Accounts</b>			
1000 Petty Cash	571.34	571.23	0.11
1010 First Merchants Checking	188,617.10	193,407.05	(4,789.95)
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	38,776.73	(34,498.40)
1027 Ouiatenon Preserve Account	87,809.55	78,862.87	8,946.68
1045 Feast Rainy Day Account	10,050.56	100,033.74	(89,983.18)
1046 Feast Rainy Day CD	90,000.00	-	90,000.00
1150 Undeposited Funds	2,631.00	-	2,631.00
<b>Total Change in Cash</b>	<b>415,691.03</b>	<b>393,384.77</b>	<b>22,306.26</b>
2000 Accounts Payable	(4,789.06)	(13,955.24)	9,166.18
2005 Credit Card	(2,650.84)	(2,209.26)	(441.58)
<b>Cash less AP and Credit Cards</b>	<b>408,251.13</b>	<b>377,220.27</b>	<b>31,030.86</b>



			<b>Change from</b>
	<b>6/30/2023</b>	<b>7/16/2023</b>	<b>6/30/2023</b>
<b>Bank Accounts</b>			
1000 Petty Cash	571.34	621.32	49.98
1010 First Merchants Checking	188,617.10	191,815.12	3,198.02
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	87,809.55	87,745.96	(63.59)
1045 Feast Rainy Day Account	10,050.56	10,050.56	-
1046 Feast Rainy Day CD	90,000.00	90,000.00	-
1150 Undeposited Funds	2,631.00	1,481.88	(1,149.12)
<b>Total Change in Cash</b>	<b>415,691.03</b>	<b>417,726.32</b>	<b>2,035.29</b>
2000 Accounts Payable	(4,789.06)	(7,819.51)	(3,030.45)
2005 Credit Card	(2,650.84)	(2,299.95)	350.89
<b>Cash less AP and Credit Cards</b>	<b>408,251.13</b>	<b>407,606.86</b>	<b>(644.27)</b>
			<b>Change from</b>
<b>Investment Accounts</b>	<b>3/31/2023</b>	<b>3/31/2022</b>	<b>Last Year</b>
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)
<b>Total Investments</b>	<b>1,663,853.98</b>	<b>1,767,325.03</b>	<b>(103,471.05)</b>
*Investments are updated quarterly			

<b>Tippecanoe County Historical Association</b>			
<b>Budget vs. Actuals: 2023</b>			
	<b>Jan-June 2023</b>		
	Actual	Budget	Variance
<b>Income</b>			
4015 Grant Income	-	-	-
4020 Contributions	71,264.45	58,690.00	12,574.45
4200 Museum Store Sales	14,351.65	16,500.00	(2,148.35)
4400 Library Revenue	1,056.70	1,200.00	(143.30)
4500 Membership Dues	10,742.50	6,510.00	4,232.50
4600 Programs & Education	10,623.46	13,300.00	(2,676.54)
5000 Feast Of The Hunters Moon	18,237.00	14,190.00	4,047.00
<b>Total Income</b>	<b>126,275.76</b>	<b>110,390.00</b>	<b>15,885.76</b>
<b>Cost of Goods Sold</b>			
7720 Merchandise Sold	6,610.36	7,425.00	(814.64)
<b>Total Cost of Goods Sold</b>	<b>6,610.36</b>	<b>7,425.00</b>	<b>(814.64)</b>
<b>Gross Profit</b>	<b>119,665.40</b>	<b>102,965.00</b>	<b>16,700.40</b>
<b>Expenses</b>			
6001 Salaries, Wages & Benefits	97,946.12	120,232.00	(22,285.88)
7003 Administrative Expenses	6,447.35	5,924.00	523.35
7004 Contract Services Administrative	11,344.96	12,700.00	(1,355.04)
7007 Equipment & Supplies	695.35	2,100.00	(1,404.65)
7012 Collections, Exhibits & Library	1,977.19	3,317.00	(1,339.81)
7013 Museum Store Expenses	647.27	1,780.00	(1,132.73)
7799 Insurance and Taxes	9,880.50	10,022.00	(141.50)
7815 Repairs & Maintenance	14,955.40	18,750.00	(3,794.60)
7816 Contractual Services - Facilities	1,997.74	2,100.00	(102.26)
7817 Utilities	22,734.12	27,065.00	(4,330.88)
8500 Membership Expenses	582.00	900.00	(318.00)
8602 Fundraising Expense	43.80	-	43.80
9100 Feast Expenses	23,038.62	22,678.02	360.60
9201 Programs & Education Expense	3,616.98	2,615.00	1,001.98
<b>Total Expenses</b>	<b>195,907.40</b>	<b>230,183.02</b>	<b>(34,275.62)</b>
<b>Net Operating Income</b>	<b>(76,242.00)</b>	<b>(127,218.02)</b>	<b>50,976.02</b>
			Last month \$51,512.09
<b>Other Income</b>			
4910 Other Income	4,500.00	4,200.00	300.00
6100 Investment Income (distribution)	43,649.81	42,140.00	1,509.81
<b>Total Other Income</b>	<b>48,149.81</b>	<b>46,340.00</b>	<b>1,809.81</b>
<b>Net Income (Before Depreciation)</b>	<b>(28,092.19)</b>	<b>(80,878.02)</b>	<b>52,785.83</b>

## **Executive Director Report**

**Claire Eagle**

**July 2023**

### **Administration**

- I'll be attending the Association of Midwest Museums/Association of Indiana Museums conference in Indianapolis on Thursday and Friday of this week.
- I've begun working on a new Employee Handbook. Candoor has very helpful templates available that include the important legal policies. I'm able to just add in our organization specific policies to complete the handbook.
- Kelly and I have begun working on a new Disaster/Emergency Operations Plan. Hope to have both this and the employee handbook completed by the end of October for Board review.

### **Grants and Donations**

- Working on the grant report for the NCHS grant that we received last fall for the Feast trailer.
- Assisting Leslie with donations/sponsorships for the Feast as needed.

### **Facilities**

- HVAC is still down on the second floor of Arganbright. The broken part is apparently nowhere to be found and we are currently working with Blue Fox on another solution.

**Battlefield Museum Report**  
**Trey Gorden**  
**July 2023**

- Visitor numbers are ok, but not stellar.
- Rick Conwell will serve as Feast Assistant again this year, but I'm still looking for next year.

This month our visitor numbers are up from last month, with **1193 visitors** as compared with last month's 927, but down from last year's 1388. When I was driving to work this morning (7/21) I saw that a sign was missing that had been there yesterday as I was cutting back the vegetation. I've now replaced it with the extra I had.

The IHS traveling exhibit, ***From Pencils to Pixels: Hoosier Cartoons and Comics***, has gone. The artifacts in the cases, however, are still there for you to come out and see. I'd like to offer another hearty *Thank you!* to Dave Sattler, who generously loaned us parts of his extensive collection.

By the time you read this report, John and Nolan Wickett will have presented their fascinating program out at the battlefield, where they portray members of Harrison's force. Their period uniforms and equipment are gorgeous, their demonstrations are fascinating, and they both know a very great deal about the Battle of Tippecanoe and early nineteenth-century military life. They come most months, so keep your eyes on our Facebook page for dates and times.

Feast preparations are still underway. Rick Conwell has kindly agreed to give me the benefit of his experience again this year, but I'm committed to finding someone else next year so that Rick can finally relax and enjoy his Feasts in peace. If you know of anyone who would like to take on this role next year (future years are also a possibility) please send them my way.

**Membership Report**  
**Kelly Lippie**  
**July 2023**

- Introduced email sign up opportunity at programs where non-members can sign up for a one-time email from membership that gives them information on upcoming programs and membership. Sign up can be done by paper or using QR code to fill out form online.

Membership Level	Renewal Period	Total as of May 19	Total as of June 22	Total as of July 20
Individual (\$35)	Annual	64	65	62
Senior Individual (\$30)	Annual	75	78	80
Senior Couple (\$40)	Annual	85	89	93
Family (\$50)	Annual	57	54	55
School/Club (\$100)	Annual	0	1	1
Patron (\$100)	Annual	62	65	67
Sustaining (\$250)	Annual	19	19	18
Benefactor (\$500)	Annual	2	2	3
Treasure (\$1,000)	Annual	3	3	3
Lifetime	Lifetime	28	28	28
<b>Total Memberships</b>		<b>395</b>	<b>404</b>	<b>410</b>

Total members as of July 20, 2023 **410members.**  
(386 members total in July 18, 2022)

## TCHA Collection Department Report

Kelly Lippie

July 2023

- Running the library on Thursdays and Fridays while Amy is on vacation. Thursday afternoons are the busiest because there are many library volunteers in and many researchers.
- Attended webinar: Collaboration Between Museums and Indigenous Partners.
- Worked with Trey to clean up some exhibit spaces at Battlefield museum: specifically Eagle state dusting, Native American mannequins and lights in several gallery spaces.
- From Pencils to Pixels traveling exhibit from Indiana Historical Society closed (at Battlefield) on July 9. Exhibit was picked up on July 10. Will request another exhibit loan for next summer.
- One intern for the summer who is researching and writing articles for the Bicentennial book. Another new student volunteer has started who will catalog a large collection of bottle TCHA recently took in.
- Ongoing volunteer projects in collections include: cataloging and scanning photographs, cataloging archival materials, sorting and weeding the vertical files, digitizing archival materials (advertising and political materials).
- Met with new Board members of the Fowler House to discuss potential future loan of Fowler Family artifacts. They still have much to do to reorganize things over there, so we will re-assess at the end of the year.
- Helping Purdue Honors College group with project: 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.
- Met with GL Graphix to get quotes on pop-up exhibit options for the Lafayette Bicentennial.
- Large photo reproduction order for Luna Flats and small order for DAR.
- 

Collections Committee: No meeting held in July due to small amount of material to consider. Next meeting will be held at the beginning of August.

**Library Report**  
**Kelly Lippie substituting for Amy Harbor**  
**July 2023**

- Kelly is running the library on Thursdays and Fridays while Amy is on vacation and also answering voicemails and email requests.
- All library volunteers are continuing their projects as usual including indexes card catalogs into excel files.
- 34 researchers into the library in the last month.

**Feast Report**  
**Leslie Martin Conwell**  
**July 2023**

- The Feast steering committee meeting was held hybrid in July. Topics discussed included succession planning, incoming applications, PR, booth pole cutting, changes by the parks department in regards to permanent restroom facilities, and grants received.
- Ouiatenon artifact photos have been posted on the Feast group Facebook page
- Feast committee members and Feast volunteers cut booth poles at Prophetstown State Park on July 22.
- Feast promotional items- t-shirts, coasters, etc. are currently in production.
- The Feast will be applying for an Indiana Humanities Action Grant for programming support.
- Thank you to First Farmers Bank & Trust for their sponsorship of \$4500.00.
- Thank you to Subaru of Indiana for their sponsorship of \$3500.00.
- 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.
- Purdue stadium has confirmed that the Feast shuttles can use a lot there again.
- A Feast Volunteer Call-Out will be held August 26 at 6 p.m. at the History Center. Board members are encouraged to come and greet potential new volunteers.
- Feast of the Hunters' Moon Group Facebook statistics for the last 28 days:
  - 17,288 people viewed the page
  - There have been 48 posts, 262 comments, 3098 reactions
  - The 35-44 age group is the page's largest demographic
  - People from 10 different countries viewed the page
  - One post garnered 2090 views in just two days- the Feast button t-shirt announcement.

Feast Sewing Circle Schedule



# 2023 **FEAST** Sewing Circle Dates

HUNTERS MOON

ALL SESSIONS TO TAKE PLACE AT THE HISTORY CENTER. SEWISTS OF ALL SKILLS ARE INVITED! BOTH HAND AND MACHINE STITCHING.

## JUNE

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

JUNE 7: 6-8 PM  
 JUNE 17: 10A-NOON

## JULY

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JULY 5: 6-8 PM  
 JULY 22: 10A-NOON

## AUGUST

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

AUGUST 2: 6-8 PM  
 AUGUST 19: 10A-NOON  
 AUGUST 30: 10A-NOON

## SEPTEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SEPTEMBER 13: 6-8 PM  
 SEPTEMBER 23: 10A-NOON  
 SEPTEMBER 27: 10A-NOON

## OCTOBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14

### NOTES

-  WEEKS FOR SEWING CIRCLE
-  SEWING SESSION
-  FOTHM: OCTOBER 7-8

## Other Committee Reports July 2023

### Development & Membership Committee

- **Community Foundation - LED lights, computers, microphones/stands, meeting video camera**
  - Claire submitted the final report and we have received the balance of the funds owed us.
- **NCHS / Feast Trailer**
  - Report being written up by Claire so we can obtain the remaining funds due us from this grant..
- **Increased recognition of Current TCHA logo**
  - The “sandwich” board with “Event Today” on it is now being placed outside the History Center on days of program events.
  - Paper coasters are going to be made up promoting the Feast and TCHA for distribution to local bars and restaurants. Number of coasters (starts at 2500) and coaster medium yet to be determined.
  - Del is going to work with Leslie to get something in the Archeological Conservancy magazine’s event listing about the Feast/TCHA for fall publication.
- **Historical Markers Committee fund raising**
  - Claire and Jeff met with them about ideas generated regarding possible financial support organizations and strategies. See report from Historical Markers Committee for details.
- **Development campaigns and Annual Appeal for rest of 2023**
  - Draft of personalized letter has been written.
  - **Jeff and Claire are going to appeal to the Board to solicit additional mailing addresses to be added to the campaign mailing list at the next Board meeting.**
  - Board members are going to be encouraged to reach out to their personal contacts to let them know the TCHA Annual Appeal is coming and provide encouragement to reply. **Brooke and Claire are creating a “script” for suggested use in these e-mails.**
- **See Kelly’s membership report for information on Membership**

### Facilities Committee

- A/C failure at Arganbright.
  - Blue Fox has not found a solution for repairing the A/C on the 2<sup>nd</sup> floor. They may have a smaller A/C unit they could use in place of the current one if they can’t find the needed part to repair the current broken unit.
  - We have gotten approval for the Community Foundation grant to do the repair and replacement ... but the cost of a replacement unit (as opposed to the part) would likely be about \$1500 more than what the grant would cover. This could come out of the Emergency Maintenance Fund, which still has over \$30K in it.
  - Blue Fox loaned us a window A/C. This and fans are keeping the temperatures around 82.
  - Our electricity bill for Arganbright in July was much lower than a year ago largely attributed to not having an A/C compressor to run on the 2<sup>nd</sup> floor.
- HVAC at History Center
  - The basement remains without an operating HVAC unit because the blower from the basement was used to fix the damaged blower on the main floor.
  - The Committee toured the downstairs HC and found it to be cool and the humidity at 50%. No condensation on the outside walls. Dehumidifiers circulate air. Because there

is no human activity and no temperature sensitive artifacts stored in the basement, the decision was made to allow the temperature on the main floor plus the inherent temperature of the ground surrounding the basement to regulate the temperature in the basement.

- Battlefield replacement of light fixtures
  - Jeff and Jeff replaced 3 light fixtures in the gun room at Battlefield with LED panels
- Arganbright Security System and HC Security System
  - No problems have arisen in the past month or longer.
  - Claire was able to get Mulhaupts to cancel the last \$591 bill for services that didn't fix problems
- Comcast Bandwidth service for Feast
  - Comcast will allow TCHA to purchase expanded bandwidth just for the month of the Feast
  - Additional internet access points will be placed around the grounds.
- Cleaning service provider for Arganbright, HC, and Battlefield
  - Claire reports that she, Trey, and Kelly are all very pleased with the new service.
- Claire's office floor
  - Plan is still to cover existing floor without pulling up tiles, sealing off the old floor and using filler in places where patches of tiles are missing to level the floor. Maybe end of August.
- Ground hogs
  - Kelly has arranged for Van Sherry and his four dogs to come and mark the territory around the burrow hole to see if that can get the groundhogs to move (although there hasn't been any new activity noticed lately)
- Year-to-date we have only spent 39.3% of our allocated budget (are 58% of the way through the year). Significant saving on electrical bill by not running A/C in HC basement or 2nd floor Arganbright.
- TCHA has Automated External Defibrillators (AEDs) at all TCHA locations but we need to train staff and volunteers on how to safely deploy them. Claire is working on getting training set up.
- The roof vent in the HC banquet room had rain leakage again. A "drip pan" to catch wind-driven rain that falls onto the suspended ceiling tiles below should prevent this.
- Key box for the History Center - Jeff and Claire - will do sometime this summer
- Inspection of the Arganbright roof - Claire will schedule inspection sometime late summer or early fall
- Claire will schedule formal safety and equipment training for use of the HC kitchen this winter

#### **Historic Markers Committee**

#### **Lafayette Bicentennial Publications Committee**

#### **Ouiatenon Preserve Committee**

#### **Program Committee**

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

Other members: Quentin Robinson

1. Previous Program Review
  - Monday, June 12 – School of the Artifact: Weird Whatzits: 9 attendees

- Tuesday, June 20 – Show and Tell: Fred Hovde: 17
  - Friday and Saturday, June 23-24 – Quilt Program with OTQG: 35
2. Upcoming Programs
    - . Tue July 11 11:30 AM – Show and Tell: George Ade
    - a. Thurs July 13 6 PM – J.C. Allen: Farm Life Through Photos
      - i. Zoom and email reminders have gone out for both July programs.
    - b. Tues August 8 6 PM – Tippecanoe County Gunmakers of Note
  3. City Bicentennial Events
    - . Leslie and Claire will meet with David Hunke immediately following the Bicentennial Committee meeting on July 20th. We are going to move forward with asking for support for the bicentennial book and staff help for exhibits.
    - a. We are working to decide what our premier bicentennial program will look like. Ideas have included a podcast or video series. Discussions will continue and are not considered the biggest priority at this time.
  4. 2024 Programs
    - January-April 2024 program planning has begun. Below is what we are currently looking at scheduling.
      - January
        - Fort Ouiatenon book release program (David and Leslie are taking the lead)
        - Annual Meeting
      - February
        - Show and Tell: Topic TBA
        - Historical Date Night program (this would be a fee-based program)
      - March
        - Evaleen Stein program with Angie Klink
        - Maple Sugaring program at the Fort
        - Show and Tell: Topic TBA
      - April
        - Show and Tell: Topic TBA
    - Amy is also working with Nancy to schedule another Genealogy class.
    - Pete suggested the idea of a quarterly dinner and presentation with the “local celebrities” (i.e. Dave Sattler, Chad Evans). This program would also have a fee. The committee will mull this over and discuss it further at our next meeting.

**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