

**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, August 22, 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

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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

- 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 July 25, 2023 Board meeting – *Pages 4-7*
- Officers' reports and business
 - President
 - Board recruitment
 - Feast Help
 - No September board meeting
 - Vice President
 - Will help lead the nominating committee
 - Secretary
 - Treasurer
 - Account balances (cash balance) – *Pages 8-10*
- Executive Director report – Claire Eagle – *Page 11*
 - Annual campaign mailing going out soon
 - Arganbright second floor HVAC replaced
 - Have received a sponsorship commitment for the bicentennial book
- Battlefield Museum report – Trey Gorden – *Pages 12-13*
 - Visitor numbers are down
 - Feast mugs and Feast merchandise are getting organized
 - Infields update
- Membership – Kelly Lippie – *Page 14*
 - Next newsletter deadline is September 8
 - Donor level names are being reviewed and updated
 - Feast tickets will be mailed to members next week
- Collections Committee – Kelly Lippie – *Page 15*
 - Many volunteer projects underway
 - Loans to Duncan Hall, 5 Points Fire Station, and Fowler House renewed for another year
 - 11 new accessions at last collections committee meeting
- Library Report – Amy Harbor – *Page 16*
 - 11 library volunteers working on indexing projects
 - Looking for more presenters and volunteers for the Spring Vale cemetery tour
 - Need some more volunteers for the Feast west gate
- Feast report – Leslie Martin Conwell – *Page 17*
 - Online ticket sales have begun
 - Feast Volunteer callout is August 28
 - Feast button shirt is now on sale
- Notes from Committees – *Pages 18-21*
- Any Other Business
- *END AGENDA*

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

Board President Jeffrey Schwab called the TCHA Board of Governors to order at 5:15 pm at The History Center. Governors attending in-person were Jeff Schwab, Dave Sattler, Nick Schenkel, Del Bartlett, Jeff Burnworth, Kevin Cullen, Walt Griffin, Quentin Robinson, Marsha Selmer, and Todd White.

Governors Colby Bartlett, Brooke Sauter, and John Thieme attended online.

Treasurer Lorita Bill and Governors Pete Bill, Julie Byers, H. Kory Cooper, and David Hovde were not present in person or online.

Executive Director Claire Eagle and Curator Kelly Lippie and Leslie Martin Conwell were present in person. TCHA staff attending online were Trey Gordon and Amy Harbor.

The Minutes of the June 27, 2023, Board Meeting were presented and approved, with corrections, by voice vote after a motion and second from Quentin Robinson and Dave Sattler.

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 and he committed to checking his records and returning the forms promptly.

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

He led a discussion of TCHA's need for new board members and began the discussion of what talents and organizational needs we ought to consider when proposing nominees to the nominating committee. He called out, in particular, a likely need to recruit a CPA/bookkeeper to succeed our current Treasurer (at her request), a person(s) familiar with tech support, a person(s) excited about working on repairs for TCHA and, of course, folks ready to donate to the organization.

He asked for all renewing board members (those who stand for election at the annual meeting) to write a short report to the membership noting what they have accomplished/what they hope to accomplish, like the essay requested of proposed board members.

Several newer board members recommended an orientation meeting for new members; the President noted there is an existing board manual that could be used as a basis for such a meeting in January or February of the new year.

Executive Director Claire Eagle will share a board recruitment matrix (from the Eberle Series sponsored by the Community Foundation) to help with board recruitment. The discussion will continue at our next board meeting. (In the past we've discussed focusing on recruiting board members who are "Doers or Givers or Door-openers".)

Vice President Sattler had nothing to report.

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

The Treasurer had an excused absence and so the President reviewed the Treasurer's report (see attached). He drew attention to cash (les AP and credit cards) and the net operating Income well into the positive.

The new reports section of the Treasurer's Report, "Investment Accounts" will be updated at the next board meeting (it is updated quarterly).

The Executive Director's report was given by Executive Director Claire Eagle (see attached Report). She noted she will be attending this week's Association of Midwest Museums/Association of Indiana Museums in Indianapolis as well as reporting on grants, organizational plans including a new employee handbook and a new disaster/emergency operations Plan and updates about facilities (see attached reports).

Trey Gordon noted visitor numbers at the Museum are OK given the road travel situation and reported that Rick Conwell will serve one more year as Feast Assistant. He also provided a written Battlefield Museum Report with more information about programs and facilities updates (see attached).

Kelly Lippie presented the Membership Committee Report. TCHA continues to experience increases in membership with 410 members now recorded.

Program attendees can now sign up for a one-time email that offers information on upcoming programs and membership opportunities.

She reported a significant number of visitors to TCHA's Facebook page which prompted a board member to ask if TCHA could mount a membership drive through Facebook?

Ms. Lippie then presented the Collections Committee Report. The Committee did not meet in July; it is scheduled to meet in August. She reported on a goodly number of projects involving TCHA collections (see attached documents).

The Librarian's written report was presented for review. Kelly Lippie noted that she is filling-in for Amy Harbor while Amy is on vacation in much of June and July; thirty four (34) researchers working he Library in the past month.

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

She noted that promotional items are now in production. Thanks were offered to Frist Farmers Banka and Trust for the 2023 Feast sponsorship of \$4,500 (four thousand five hundred dollars). And thank you to Subaru of Indiana for their 2023 sponsorship of \$35,00 (three thousand five hundred dollars).

Among several additional topics, Ms. Martin Conwell thanked the many volunteers who helped with pole cutting at Prophet's Town State Park about 150 new poles are needed each 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). The classes are popular.

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

She shared Feast Facebook statistics with us, which showed 17,288 views in the last month. Most popular was the post announcing Feast button and t-shirts for 2023 (with 2,090 views in just two days).

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

The Development and Membership Committee (see attached report) highlighted the extensive work done (in part by board members) to implement LED light conversion thanks to a grant from the Community Foundation as well as a grant from NCHS for the new Feast trailer.

Increased recognition of TCHA in the community continues (see Report).

Board members are encouraged to help TCHA expand our annual campaign by asking board members to send names and addresses of personal contacts they are willing to share for this new effort.

The Facilities Committee's report focused on HVAC challenges that continue with both the History Center and with Argenbright.

A positive report was given about the cleaning service; groundhogs continue to be a challenge at Argenbright and AED training will be scheduled by Clair for staff and volunteers.

It was noted as well that TCHA has expanded 29% of its budget so far this year (we are 58% through the year). Part of this is due to lower AC costs due to HVAC malfunctioning so this ought note be taken as a predictor for the 2024 budget.

The Lafayette Bicentennial Publications Committee continues its work; a question was asked by a board member about scheduling a digital version of the Bicentennial book. Chairperson David Hovde was not in attendance at the Board Meeting.

President Schwab reported that July programs were popular.

Plans are being discussed with the City of Lafayette for financial support for Bicentennial programs. A podcast series or video series are possible.

A preliminary list of programs for the first quarter of 2024 was presented. Amy Harbor is working to schedule another Genealogy Class; Pete Bill suggested quarterly fee-based dinners/presentations with local celebrities as both fund raising and program opportunities.

The Publications Committee had no written report.

There being no additional business, Del Bartlett and Todd White moved adjournment and the motion was approved by a voice vote at 6:15 pm.

Respectfully submitted by Nick Schenkel, TCHA Secretary

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

Tippecanoe County Historical Association			
Selected Accounts			
July 2023			
	7/31/2023	6/30/2023	Change from Last Month
Bank Accounts			
1000 Petty Cash	621.32	571.34	49.98
1010 First Merchants Checking	191,757.28	188,717.10	3,040.18
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	87,654.70	87,809.55	(154.85)
1045 Feast Rainy Day Account	10,050.65	10,050.56	0.09
1046 Feast Rainy Day CD	91,113.82	90,000.00	1,113.82
1150 Undeposited Funds	1,172.96	2,631.00	(1,458.04)
Total Change in Cash	418,382.21	415,791.03	2,591.18
			-
2000 Accounts Payable	(11,759.93)	(4,789.06)	(6,970.87)
2005 Credit Card	(6,248.81)	(2,650.84)	(3,597.97)
Cash less AP and Credit Cards	400,373.47	408,351.13	(7,977.66)

			Change from
	7/31/2023	7/31/2022	Last Year
Bank Accounts			
1000 Petty Cash	621.32	571.23	50.09
1010 First Merchants Checking	191,757.28	170,493.84	21,263.44
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	38,777.06	(34,498.73)
1027 Ouiatenon Preserve Account	87,654.70	78,730.32	8,924.38
1045 Feast Rainy Day Account	10,050.65	100,035.44	(89,984.79)
1046 Feast Rainy Day CD	90,000.00	-	90,000.00
1150 Undeposited Funds	1,172.96	2,250.20	(1,077.24)
Total Change in Cash	417,268.39	372,591.24	44,677.15
2000 Accounts Payable	(11,759.93)	(16,752.92)	4,992.99
2005 Credit Card	(6,248.81)	(11,330.01)	5,081.20
Cash less AP and Credit Cards	399,259.65	344,508.31	54,751.34
			Change from
	7/31/2023	8/18/2023	7/31/2023
Bank Accounts			
1000 Petty Cash	621.32	631.27	9.95
1010 First Merchants Checking	191,757.28	191,354.94	(402.34)
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	87,654.70	87,608.78	(45.92)
1045 Feast Rainy Day Account	10,050.65	10,050.65	-
1046 Feast Rainy Day CD	91,113.82	91,113.82	-
1150 Undeposited Funds	1,172.96	138.25	(1,034.71)
Total Change in Cash	418,382.21	416,909.19	(1,473.02)
2000 Accounts Payable	(11,759.93)	(23,879.89)	(12,119.96)
2005 Credit Card	(6,248.81)	(4,699.49)	1,549.32
Cash less AP and Credit Cards	400,373.47	388,329.81	(12,043.66)
			Change from
Investment Accounts	6/30/2023	12/31/2022	Beg of Yr
TCHA Trust	1,329,226.07	1,209,447.14	119,778.93
Wetherill Trust	349,348.77	333,524.92	15,823.85
Lafayette Community Foundation	31,187.43	30,412.64	774.79
Total Investments	1,709,762.27	1,573,384.70	136,377.57

*Investments are updated quarterly

Tippecanoe County Historical Association			
Budget vs. Actuals: 2023			
	Jan-July 2023		
	Actual	Budget	Variance
Income			
4015 Grant Income	-	-	-
4020 Contributions	73,961.03	60,125.00	13,836.03
4200 Museum Store Sales	18,357.86	21,500.00	(3,142.14)
4400 Library Revenue	1,473.20	1,400.00	73.20
4500 Membership Dues	13,507.50	8,485.00	5,022.50
4600 Programs & Education	14,103.46	17,200.00	(3,096.54)
5000 Feast Of The Hunters Moon	23,078.00	19,535.00	3,543.00
Total Income	144,481.05	128,245.00	16,236.05
Cost of Goods Sold			
7720 Merchandise Sold	8,404.72	9,675.00	(1,270.28)
Total Cost of Goods Sold	8,404.72	9,675.00	(1,270.28)
Gross Profit	136,076.33	118,570.00	17,506.33
Expenses			
6001 Salaries, Wages & Benefits	115,490.71	139,729.00	(24,238.29)
7003 Administrative Expenses	7,041.12	6,908.00	133.12
7004 Contract Services Administrative	13,055.16	14,400.00	(1,344.84)
7007 Equipment & Supplies	1,980.53	2,400.00	(419.47)
7012 Collections, Exhibits & Library	2,404.14	3,884.00	(1,479.86)
7013 Museum Store Expenses	754.42	2,330.00	(1,575.58)
7799 Insurance and Taxes	11,685.50	11,822.00	(136.50)
7815 Repairs & Maintenance	16,241.85	23,875.00	(7,633.15)
7816 Contractual Services - Facilities	2,187.93	2,450.00	(262.07)
7817 Utilities	25,602.79	31,242.50	(5,639.71)
8500 Membership Expenses	582.00	1,150.00	(568.00)
8602 Fundraising Expense	43.80	-	43.80
9100 Feast Expenses	30,714.86	37,266.69	(6,551.83)
9201 Programs & Education Expense	3,861.98	2,862.50	999.48
Total Expenses	231,646.79	280,319.69	(48,672.90)
Net Operating Income	(95,570.46)	(161,749.69)	66,179.23
			Last month \$50,976.02
Other Income			
4910 Other Income	5,200.00	4,900.00	300.00
6100 Investment Income (distribution only)	43,408.34	42,150.00	1,258.34
Total Other Income	48,608.34	47,050.00	1,558.34
Net Income (Before Depreciation)	(46,962.12)	(114,699.69)	67,737.57

Executive Director Report
Claire Eagle
August 2023

Administration

- The annual campaign materials have been submitted to The National Group. They should be printed and mailed within the week.
- Working with Devon Roddel and Marra Honeywell at WLPL on a yearlong partnership with the WLPL. This will include a three-pronged approach in the discussion of the events, people and places that make a community. It will begin with a small exhibit on the Feast at the WLPL this September and continue with a programming series, one to two additional exhibits next year and a short documentary on the Feast. Thanks go to Jeff S., Nick and Pete for the introductions and working to solidify this partnership!
- Work continues on the employee handbook and emergency operations/disaster plan.
- Contract negotiations are ongoing with a new Feast of the Hunters' Moon Event Manager. An announcement will be made as soon as we have a signed contract!

Facilities

- The HVAC on the second floor of the Arganbright was replaced on the 17th. Seems to be working with no issues. This was a unit that Blue Fox had purchased for another project that was cancelled. Because of this we got a fantastic deal on it and the entire cost was covered by the CFGF grant.
- Big thanks to Jeff S. and Jeff B. for the new floor in the office! There are a few things that still need to be done but it is already a huge improvement. We will look to make other improvements like repainting the walls and a new area rug slowly but surely as we find deals and have time.

Grants and Donations

- Working on the grant report for the NCHS grant that we received last fall for the Feast trailer (due Oct 1).
- Assisting Leslie with donations/sponsorships for the Feast as needed.
- TCHA received a \$12,500 sponsorship from the City of Lafayette to cover part of the cost of the Bicentennial book.
- Now that the HVAC has been replaced, I will work quickly to get the grant report to CFGF so that we can receive the money. Plan to have this completed by the end of the week.

Battlefield Museum Report
Trey Gorden
August 2023

August, 2023

- Visitor numbers are down.
- Feast mugs!
- INfields update

This month our visitor numbers are **down**, with **734 visitors** as compared with last month's 1145, and down from last year's 813.

Feast preparations are still underway. Rick and I have closed off the gun room and are using it as a staging area. Ordering is continuing, and merchandise is coming in most days. We have reserved the vans we will need, and we're getting eager to get going. The mugs are looking great! Here's a picture of them, unfired and unglazed.



An update on the INfields project: The \$10,000 grant we received from Visit Lafayette / West Lafayette has been used to purchase the "INfields" Internet domain name. We'll also use it to establish a Web site and pay the fees from our 501c3 registration. Earlier this month we began drafting that application after a discussion of the various structural systems available to us. We've also started drafting our articles of incorporation, which we'll review at the next meeting. We had initially determined to use part of the

grant to hire a project manager, but after reviewing requirements for this person we determined that hiring the project manager at this juncture would be premature.

Another near-term decision we're going to have to make is how to design our dues system. Several such systems have been proposed, most of which include one level for founding members (that's us), one for municipalities, one for corporate members, and one for other non-profit organizations. INfields will definitely be driven by local non-profits, but we feel like we have a lot to offer municipalities and for-profit groups, too.

Basically, the problem INfields will solve is that non-profits can't afford their own advertising department. There isn't any money for dedicated professionals, and, while existing staff can sometimes work on advertising, they can't *usually* do so. INfields becomes the publicity department we all pay for together. One that has a staff who work continually *only* on promoting our community non-profits.

We've been trying to decide on a fair yet realistic dues amount—something affordable that will do the job that needs doing. At the last meeting, the \$2000.00/year amount was floated, and some of those present balked at that figure ... It's still a work in progress. We'll need a better idea of exactly what services we want to offer and how much it will cost to do that before we can come up with a real number.

Our current members have grown a bit. Whereas this effort was begun by Tippecanoe Battlefield, The Farm at Prophetstown, Wolf Park, Indiana Fiddlers' Gathering, and the Carroll County Wabash & Erie Canal, we've recently added the Delphi Opera House and the Opera House Gallery.

Membership Report
Kelly Lippie
August 2023

- Generated mailing list for Annual Appeal letters.
- Membership level names (Basic and Donor) under review and will be changed.
- Articles for the next membership newsletter due September 8th.
- Feast tickets for members will be mailed out the last week of August.

Membership Level	Renewal Period	Total as of June 22	Total as of July 20	Total as of Aug. 18
Individual (\$35)	Annual	65	62	63
Senior Individual (\$30)	Annual	78	80	81
Senior Couple (\$40)	Annual	89	93	91
Family (\$50)	Annual	54	55	56
School/Club (\$100)	Annual	1	1	1
Patron (\$100)	Annual	65	67	68
Sustaining (\$250)	Annual	19	18	17
Benefactor (\$500)	Annual	2	3	3
Treasure (\$1,000)	Annual	3	3	3
Lifetime	Lifetime	28	28	28
Total Memberships		404	410	411

Total members as of August 18, 2023 **411 members.**
 (363 members total on August 19, 2022)

TCHA Collection Department Report

Kelly Lippie

August 2023

- Running the library on Thursdays and Fridays while Amy is on vacation through the end of July. Thursday afternoons are the busiest because there are many library volunteers in and many researchers.
- 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, cataloging bottles.
- Loans renewed for another year to Duncan Hall, 5 Points Fire Station and Fowler House.
- 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.

Collections Committee Meeting held August 2nd. 11 new accessions created.

**Library Report
Amy Harbor
August 2023**

- The Library was in good hands during my absence. I'm very grateful to Kelly who held down the fort.
- There have been 25 patron contacts in the first half of August since my return.
- Eleven library volunteers are working on indexing projects.
- Nine staff, board members and volunteers have signed up to present at the Spring Vale Cemetery Tour. Ideally I'd like to have at least 3 more presenters and several volunteers to hand out fliers, take donations and direct people. Please let me know how you'd like to help.
- I'm looking for volunteers to help at the West Gate at the Feast. If you don't already have a Feast job, this is a great one. It's a relatively small time commitment, and period clothing is not required. Contact me for details.
- We have been invited to apply to become a Family Search affiliate library, which would give us access to many more records. This would be a great resource for us. I have asked Claire and Jeff to read through the application.

Feast Report
Leslie Martin Conwell
August 2023

- The Feast steering committee meeting was held hybrid in August. Topics discussed included incoming applications, a fall pole cutting date, safety committee, food booth updates, new restrooms at the fort, and any changes on the grounds that might be needed.
- Ouiatenon artifact photos have been posted on the Feast group Facebook page on a daily basis.
- Feast sponsorships and grants- We should hear by the end of the month if we got the Action Grant we applied for from Indiana Humanities to sponsor the Miami Tribe of Oklahoma.
- Online ticket sales have begun. As of 8-18 we have sold over \$1300 worth on Eventbrite. Local advance ticket outlets begin sales the day after Labor Day.
- The Feast Volunteer Call-Out is scheduled for Monday, August 28 at 6 p.m. at the History Center.
- Numerous service contracts for Feast grounds and transportation needs have been confirmed.
- A shirt featuring all 51 Feast participant buttons on it is for sale online through this link- https://shop.frecklesgraphics.com/feast_through_the_years_2023/shop/home
- Volunteer opportunities for board members include selling memberships at the membership tent, help with setup and cleanup, children's activity booths, and more. Please contact me if you are available to help.
- Facebook Feast of the Hunters' Moon Group Page statistics for the last 28 days:
 - 220 posts and comments
 - Page has been viewed 17,231 times
 - Top viewership age group is 35-44 year olds
 - Countries besides the US visiting the page included Canada, UK, Hungary, Germany, Philippines, Nigeria, and Pakistan

Other Committee Reports August 2023

Development & Membership Committee

Members: Pete Bill (co-chair), Brooke Sauter (co-chair), Del Bartlett, Jeff Burnworth, Kelly Lippie (Membership Director), Jeff Schwab (Board President), Claire Eagle (Exec Director), Dave Sattler

- **Membership Update - Kelly**
 - Numbers for this month are close to what they were a year ago ... probably a little increased. Details will be in the report to the Board in the Board Agenda.
- **NCHS / Feast Trailer**
 - Claire needs to meet with Leslie to go over some of the details of grant. Want to get this done soon so we can recoup the funds TCHA spent to purchase trailer.
- **Increased recognition of Current TCHA logo**
 - Paper coasters for local restaurants and bars - all set on the design. Price starts at 2500 around \$525. Claire will get the order out this week.
 - Archeological Conservancy publication about the Feast. Leslie submitted information to the Conservancy's publication.
- **Directors Round Table - Jeff**
 - Will focus on having the Director's Round Table and just introducing Claire to group. Will do after the Feast.
- **Development campaigns and Annual Appeal for rest of 2023**
 - Mailing is ready to go. Kelly has compiled the mailing list. The letter should go out this week. 4 Board members had submitted additional names.
- **Discussion of overall concept of Development Plan**
 - Claire is going to develop a brochure like our membership brochure but focusing specifically on the giving opportunities.
 - It was agreed that we need to identify a targeted population of potential donors so we can be developing relationships with these folks before there is any ask for donation. The idea of putting a general announcement in the newsletter or elsewhere about giving opportunities is to get to those potential donors that we *do not know or have identified*.
 - Developing this plan will constitute a topic for discussion at future meetings

Facilities Committee

Committee Members: Pete Bill, Walt Griffin, Colby Bartlett, Lorita Bill, Del Bartlett, Kevin Cullen, Jeff Burnworth, Kelly Lippie, Marsha Selmer, Jeff Schwab (President), Claire Eagle (Executive Director)

Facilities Issues

- Installation of the A/C unit is scheduled for August 17th at Arganbright. Community Foundation agreed to cover the additional cost under the grant.
- Dehumidifiers were purchased 2 weeks ago for the HC basement to replace the old ones that were no longer working efficiently
- Increasing the Comcast Bandwidth service for Feast internet service (allow some credit card services)
 - Quote from Comcast for the Feast month (1 month) of \$75 for 35 Mbs of service. Could get 1 month of 100 Mbs for \$150 (additional \$75). Was decided to see how do this year with lower bandwidth service and then decided if need to increase for 2024 Feast based

upon use and number of vendors using the internet. Coverage will be September 15 to October 15

- Claire's office floor - problem with disintegrating floor tiles, old water damage
 - The old tiles may be asbestos, therefore the old tiles won't be removed, but will be covered by laminate flooring. Cost: laminate flooring tile at \$443.36 It will take about another \$85 for filler to fill in where the old tiles are already gone. With trim the whole project should be less than \$800 --- Jeff Burnworth doing the majority of the work. Work started Aug 16th
- LED lights at Battlefield gun room - lights were very bright so were switched to different temperature light
- Training staff and volunteers to use the AED (Automated External Defibrillators) and adding function checks of the AEDs to the maintenance schedule
 - The person who got us the AEDs is no longer involved with training contacts so we're going to have to find another trainer on our own. Jeff Schwab or Claire will check with Dave Chasey to see if they can get a name of a trainer because of Dave's contacts with fire department.

Projects to be done between late summer and next spring

- Key box for the History Center -Jeff and Claire - will do sometime this summer
- Claire is going to schedule inspection of Arganbright roof sometime this summer or early fall
- Claire will organize formal safety and equipment training for use of the HC kitchen. Training is needed to reduce our liability risk if someone is injured while using the equipment
- Replacement of lectern at History Center
- Monitor and computer for doing Zoom meetings at Arganbright
- Computer monitor in hallway of History Center near stairs

Other Issues

- There is a large, professionally-made donor plaque in the basement of the History Center with names that go back 20 years or so. Needs to be remounted somewhere and additional qualifying names added to the board.

Historic Markers Committee

Looking for new chairperson

Lafayette Bicentennial Publications Committee

Ouiatenon Preserve Committee

Last meeting held August 8th, 2023

In attendance: Kory Cooper, Del Bartlett, Leslie Conwell, Colby Bartlett (via phone), Claire Eagle

- Main item for discussion was the Fort Ouiatenon collection at Indiana University Museum of Anthropology and Archaeology (IUMAA). At the time we were waiting to hear back from them regarding our desire to have a conversation regarding ownership of the collection. We have now heard that they do not recognize that TCHA has a claim on the collection and they are not willing to accommodate a meeting at this time. Del and Leslie will both prepare statements regarding their experience with and understanding of TCHA's ownership of the collection.

- We also discussed the logistical issues regarding the existing Ouiatenon collection. For example, much of the current collection that takes up space is the faunal collection, which has been studied in detail. We will reach out to Terry Martin for suggestions as to what could be done although this is probably veering into the collections committee's area.
- Discussion is ongoing regarding Tippecanoe County Parks entering their land adjacent to the OP into the preserve.
- Kory needs to follow up with Reckowsky about the Fix house.

Program Committee

Members present: Pete Bill, Leslie Martin Conwell, Claire Eagle, Amy Harbor, Brooke Sauter, Jeff Schwab and Quentin Robinson

Other members: David Hovde and Walt Griffin

1. Previous Program Review
 - . Tuesday, July 11 11:30 AM – Show and Tell: George Ade: 20
 - a. Thursday, July 13 6 PM – J.C. Allen: Farm Life Through Photos: 29
 - b. Tuesday, August 8 6 PM – Tippecanoe County Gunmakers of Note: 24
 - c. Thursday, August 10 7 PM – History of St. Elizabeth Hospital: 37
 - d. Saturday, August 12 10 AM – Manifests and Muster: 35
 - e. Thursday, August 17 6 PM – Samara: 21
2. Upcoming Programs
 - . Wednesday, September 6 7 PM – Historic Highland Park Neighborhood
 - a. Saturday, September 9 10 AM – Indiana Archeology Month
 - b. Saturday, October 20 1 PM – Springvale Cemetery Tour
3. TCHA/West Lafayette Public Library Partnership
 - . We are currently planning a yearlong partnership with the WLPL. This will include a three-pronged approach in the discussion of the events, people and places that make a community. It will begin with a small exhibit on the Feast at the WLPL this September and continue with a programming series, one to two additional exhibits next year and a short documentary on the Feast.
4. January-April 2024 program planning continues. Below is our working schedule.
 - . January
 - i. Annual Meeting (Speaker TBD)
 - a. February
 - i. Show and Tell: Eliza and Moses Fowler (Pete Bill)
 - ii. Historical Date Night program (This would be a fee-based program. Claire is taking the lead in planning)
 - iii. Fort Oiuatenon book signing (Leslie and David have taken the lead)
 - b. March
 - i. Evaleen Stein program with Angie Klink (Claire needs to reach out to Angie)
 - ii. Maple Sugaring program at the Fort
 - iii. Show and Tell: Purdue's First President, Richard Owen (Claire Eagle)
 - c. April
 - i. Show and Tell: River Rat, William Digby (Pete Bill)
 - ii. School of the Artifact: Ceramics
 - d. TBD

- i. Amy is also working with Nancy to schedule another Genealogy class.
- ii. Pete's suggestion of a quarterly dinner and presentation with the "local celebrities" (i.e. Dave Sattler, Chad Evans) seems like a promising program. This program would also have a fee. Thoughts are that there will be dinner and a presentation. Limited attendance.
- iii. We are also considering a spring sewing circle 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 Stembaugh
Linda Swihart
Brian Wagner
Andy Wall

Jeni Watkins
Joyce Wiegand
Bill Young
Jan Young

Historic Markers Committee

Leslie Martin Conwell *
Del Bartlett
Julie Byers

Nick Schenkel
Other Members:
Duane Mantick

Stewart Schreckengast

Lafayette Bicentennial Publications Committee

Board and Staff:
David Hovde *
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