

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:35 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Connie Hanson, Tom Kenville, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng and Brad Nudell. Staff Members present: Brenda Warren, Executive Director and Carmen Barth, Accountant.

2. Minutes Approved:

MOTION, passed

Connie Hanson moved and seconded by Leaha Clarke to approve the minutes of the December 21, 2016 meeting with one correction, which was to the spelling of Brad Nudell's last name which should have two (2) Ls. Approved on voice vote.

MOTION, passed

Jonathan Haux moved and seconded by Elton Solseng to approve the minutes of the Special Board Meeting held on December 28, 2016. Approved on voice vote.

3. Stine Group Presentation

- a. C. J. Stine and Marilyn Doeden, representing the Stine Group, provided the board with a progress update in the development of our Strategic Plan. They have conducted several meetings with staff, reviewed a lot of the documentation on Bonanzaville and read our mission statement which they felt could be updated. Following the presentation, the Stine Group lead our Board in some Brain Storming on what was good, bad, interesting, restricting, etc. about Bonanzaville and the Cass County Historical Society. This information will also assist with the development of the strategic plan.

4. Finance Report: Carmen Barth

- a. Carmen provided an overview of the Financial Reports to the Board. The Cass County Historical Society will end the year with a positive balance. Carmen is still closing out the books and so the final figures are not yet available.

5. Presidents Report: John Lund

- a. President Lund provided the board with the preliminary budget for 2017 which will be finalized at our next board meeting. Preliminary Figures put the expenditures around \$625,000 most of which is the \$150,000 budgeted to get the church open and up to code. Projected revenues around \$850,000 which is also up due to our increase focus on fundraising following our strategic plan development.
- b. Eide Bailly will be onsite in March for the Audit and will prepare and file our IRS 990 this year. Beth Mohan and now Carmen Barth has been working hard reconciling accounts and getting everything ready for the audit. There is some concern on the accuracy of the 2014 end of year figures but we need to start somewhere and that is the data Eide Bailly wanted to start with.

6. Committee Reports

- a. Church Committee: Tom Kenville and Connie Hanson
The committee will meet tomorrow but work is beginning on the electrical and other preliminary interior work. Brad Nudell inquired about the possibility of floor heat and the contractor should be asked the feasibility and cost. Both done now and if the coils were installed but not the boiler.
- b. Building Committee – Bob Clarke
The committee is still looking to meet Al Zimmerman, maintenance.
- c. Volunteers – Jonathan Haux
No Report.

7. Executive Director's Report

- a. Brenda Warren gave an update on Our participation in "Giving Hearts Day" and she is waiting for approval on our advertising so it can be distributed. Much of the outreach will be done by social media, emails, postcards and telephone.

8. Old Business

- a. President Lund appointed Glenn Ellingsberg, chair of the By-Laws Committee with Bob Clarke, Leah Clarke, Melissa Warren and John Strand, if available, as members of the committee.
- b. Discussion was held on the date for the Annual Meeting and in keeping with the By-Laws, the consensus was to have it on the Third (3rd) Wednesday in April which would be April 19, 2017.
- c. Named to the Nominating Committee was Jonathan Haux, Brad Nudell, and Harlan Bernstein

9. New Business

- a. No New Business

Bob Clarke moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:35 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng and Brad Nudell. Members absent: Connie Hanson and Tom Kenville. Staff Members present: Brenda Warren, Executive Director and Carmen Barth, Accountant. Brett Mills, an NDSU student and an intern with Bonanzaville was a guest.

2. Minutes Approved:

MOTION, passed

Elton Solseng moved and seconded by Bob Clarke to approve the minutes of the January 18, 2017 meeting with one correction, which was to the spelling of Eide Bailly in Section 5 subsection a. Approved on voice vote.

3. Finance Report: Carmen Barth

- a. Carmen provided an overview of the Financial Reports to the Board. The 2016 end of year is not quite completed. Carmen discussed our current gift shop software and stated that Square was being considered as a replacement. It would provide more flexibility for remote sales. Carmen has worked hard to reduce the number of accounts.

MOTION:

Jonathan Haux moved and seconded by Leaha Clarke that the Financial Report be approved as presented. Approved on a voice vote.

- b. There was one invoice over \$2,000 which was to Naseth Construction for \$6,765.07.

MOTION:

Bob Clarke moved and seconded by Brad Nudell that the invoice from Naseth Construction in the amount of \$6,765.07 be paid. **On roll call vote, the motion carried unanimously with Connie Hanson and Tom Kenville absent.**

4. Presidents Report: John Lund

- a. Eide Bailly has received all the audit requests to date from our staff and so we have met all those requirements. They should still be onsite in March.
- b. President Lund provided the board with the budget. Preliminary Figures put the revenues of \$951,685.00 and projected expenditures \$653,962.00. Discussion followed.

MOTION:

Brad Nudell moved and seconded by Jonathan Haux that the budget be approved as presented. **On roll call vote, the motion carried unanimously with Connie Hanson and Tom Kenville absent.**

5. Committee Reports

- a. Church Committee: Brenda gave an update as both Connie Hanson and Tom Kenville was absent. The windows of the church are in and our staff took down the ceiling which was necessary due to the condition it was in. Type of ceiling will need to be determined. Electrical work will begin this week and work on the stairs should start soon.

MOTION:

Glenn Ellingsberg moved and seconded by Leah Clarke that \$50,000.00 of the funds received from the Wanzek Foundation be dedicated to the church project. **On roll call vote, the motion carried unanimously with Connie Hanson and Tom Kenville absent.**

- b. Building Committee – Bob Clarke

The committee met with only Brad Nudell absent. Brad stated he would have liked to have been there but the notice was too short for him to attend. Had a good meeting and went through the whole list of work required on the exterior of our village buildings. Top priority was the elevator and depot roofs which should be done as soon as we can.

MOTION:

Glenn Ellingsberg moved and seconded by Brad Nudell to expend the funds to put new roofs on the elevator and depot prior to the beginning of our new season this spring. **On roll call vote, the motion carried unanimously with Connie Hanson and Tom Kenville absent.**

Glenn Ellingsberg brought up the need to seal the parking lot and streets in Bonanzaville along with filling the huge hole in the parking lot. Consensus of the Board was to contact several contractors to get some costs for doing this work.

- c. Volunteers – Jonathan Haux (No Report.)

6. Executive Director's Report

- a. Brenda Warren gave an update on Our participation in "Giving Hearts Day" and we raised \$9,340.00 from 56 donors. This is our first year and we learned a lot from this project and what we can do to increase our donations for future years. Brenda is doing some extensive research on available grants which is quite time consuming. The play which our board sponsored in their request for a grant is still due to be presented four times at Bonanzaville. The first would be on July 1st. The Jewish Marker for Bonanzaville is still being pursued with Mr. Klinger as the wording on the marker was not acceptable to the North Dakota Historical Society. Discussion on what should appear on the marker followed with Brad Nudell stating that there was a large downtown Jewish settlement. Brad provided several names that Brenda could contact for more information on this piece of history.

7. Old Business

- a. President Lund inquired as to the status of the By-Laws Committee and Nominating Committee. Glenn Ellingsberg stated that the By-Laws Committee will be meeting soon and Jonathan said they have contacted several individuals who may be interested in open seats on our Board.
- b. Bob Clarke mentioned that he knew of a trailer for use by 32 Below for \$350 but needs to know how large a stage they needed. Glenn Ellingsberg brought up the stage owned by the Red River Valley Fair could also be available for rent. Jonathan Haux will visit with Bryan.

8. New Business

- a. Bob Clarke brought up that the Building Committee has also been looking at all the structures and artifacts within those structures to see what was relevant to Bonanzaville and what was not. Bob Clarke stated that the Air Museum has been interested in acquiring several of our airplanes and should that be considered. After discussion, Bob will contact someone at the Air Museum to see what interest they still have in some of our airplanes.
- b. Glenn Ellingsberg brought up one house that is on the grounds that came from Pelican Rapids. Originally the home was a barn which was converted to a house. It sat along one of the roads in Minnesota for years and became known as the "House alongside the Road". It really may not pertain to our mission and Bob Clarke stated that he would discuss this structure with the Rollag Steam Threshers Board to determine if they might be interested in the building.
- c. Glenn Ellingsberg discussed the upcoming Workshop on March 25th held by the Red River Valley Genealogical Society and could information on this workshop be placed on the Cass County Historical Society website.
- d. Glenn Ellingsberg expressed the Boards appreciation for the work that Carmen Barth has been doing to bring our books up to date and ready for audit.
- e. John Lund asked Brett Mills, an intern with Bonanzaville, to introduce himself and explain a little bit about how he will be spending his time while at Bonanzaville.
- f. Jonathan Haux discussed that he had been in contact with a Steiger relative that was trying to determine the serial number on the Steiger #4 in our museum. They felt it might even be #3. Jonathan will visit with them about this and any interest in donating some funds to maintain our Steiger collection.

Bob Clarke moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting at 7:40pm.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 4:50 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Connie Hanson, Tom Kenville, Jonathan Haux, Bob Clarke, and Elton Solseng. Members absent: Harlan Bernstein, Leaha Clarke, and Brad Nudell. Staff Members present: Brenda Warren, Executive Director.

Jackie Williams, Darrel Schroeder and Bob Miller from the Fargo Air Museum; Julia Straley and Bret Beach from the Harwood Prairie Playhouse; and Beth Mohan were all guests.

2. Minutes Approved:

MOTION, passed

Bob Clarke moved and seconded by Jonathan Haux to approve the minutes of the February 15, 2017 meeting. **Approved on voice vote.**

3. Bonanzaville's Air Museum Discussion: Bob Clarke

- a. Bob Clarke led a discussion on a meeting held between members of the Fargo Air Museum and Bonanzaville's Building Committee concerning the possibility of moving a number of our airplanes to the Air Museum. Discussed the F4 and the C47 being loaned to the Fargo Air Museum to create additional space within the Air Museum. The discussion expanded to include a number of other planes along with some free standing engines and model airplanes. Tom Kenville reminded the board that there is no rush to conclude this and that a committee might be in order. A written memorandum of understanding could be the next step. This was a very preliminary discussion and no action is planned without serious thought about what is best for Bonanzaville.

MOTION:

Tom Kenville moved and seconded by Bob Clarke that the President be asked to appoint 3 persons to a joint committee as discussed. **Approved on a voice vote.**

4. Finance and President's Report: John Lund

- a. John Lund provided an overview of the Financial Reports to the Board. The Finance Committee did meet prior to this meeting and went over the Financial Reports. The committee had a question on the utility charges and would ask for greater clarification from Carmen Barth, CPA. The revenue is somewhat inconsistent which would be expected since this is our slow season with the museum and grounds closed. We have a strong Cash Balance.
- b. The Audit is ongoing and there is a number of financial items which has been asked for and there is still some work to be done before the auditors come on site March 25th.

MOTION:

Elton Solseng moved and seconded by Bob Clarke that the Financial Report be accepted as presented. **Approved on a voice vote.**

- c. Annual Meeting was brought up by President Lund and he expressed a desire that all the committees be ready to present a report to the general membership on April 19th. By-Laws Committee and their recommendations, the Strategic Plan and the Audit.

5. Committee Reports:

- a. Nominating Committee: Jonathan Haux stated that they have four names to be nominated to open board positions. Jonathan Haux will visit with all those nominated prior to the annual meeting to make sure they agree to run and that they understand what is expected of board members.
- b. By-Laws Committee: Glenn Ellingsberg informed the board that the committee met on March 6th and reviewed the by-laws. Members of the committee were Glenn Ellingsberg, Chair; Bob Clarke; Leaha Clarke; John Strand and Melissa Warren.
All the changes were discussed in detail and only one change was made by the Board; John Lund noted that to be consistent with the change in Article VII in deleting ~~Officers and~~ and under number 3 would require that ~~and Officers~~ be deleted in Article VIII number 1 at the end of the first sentence.

MOTION:

Glenn Ellingsberg moved and seconded by Jonathan Haux that the following changes as amended be approved by the Board of Directors for consideration at the Annual Meeting of the Membership on April 19, 2017.

On roll call vote, the motion carried unanimously with Harlan Bernstein, Leaha Clarke and Brad Nudell absent.

By-Laws Committee Recommendations with the one change attached to original minutes.

- c. Church Committee – Tom Kenville
The construction on the church is on schedule to be completed on time. Brenda stated that the church will be ready for the wedding on April 19th.
- d. Buildings and Grounds Committee (No Report.)
- e. Volunteers – Jonathan Haux (No Report.)

6. Executive Director's Report

- a. Brenda Warren gave an update on our search for an Accountant Assistant and she was happy to report that Gaylene Henderson will be interviewed this week for that position. The photo and text for the Jewish Marker was distributed and will be dedicated on July 4th. Telephone and Internet Access will be changing to 702 communications which will reduce our monthly costs. Fire Extinguishers will be changed to a new company also for a savings. Working on insurance bids for our museum holdings, payroll may be able to be brought in house and looking at a new copier vendor.

7. Old Business

- a. Glenn Ellingsberg stated that he will make new name tags for those that do not have one yet and for the those elected at our annual meeting.
- b. Jonathan Haux mentioned that the Steiger Family he has been visiting with in Texas on the Steiger tractor that the family may not have the funds but that he may be interested in helping fund the rebuild on the engine of Old Steiger No 1 if we can get an estimate to him.

A book is being planned on the Steiger Tractor and hopefully we will get a copy when it is completed.

8. New Business

- a. Julie Straley and Bret Beach expressed a concern that Bonanzaville was seeking to have the Harwood Prairie Playhouse remove their chairs, risers and portable stands from Dawson Hall and that they did not have volunteers available to do that. These items have been stored in Dawson Hall for years. Brenda Warren said this arose due to an increase in use of the Dawson Hall including the Stage which means less space for storage. All parties agreed that a meeting will be set up later in the week to discuss options for storage on and off site.

Jonathan Haux moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting.

Glenn Ellingsberg
Secretary

John Lund
President

Annual Meeting, Cass County Historical Society

1. **MEETING CALLED TO ORDER:**

Determination of Quorum having been established with 43 members in attendance. President John Lund called the meeting to order at 7:00 p.m.

2. **MINUTES:**

Glenn Ellingsberg, Secretary, read the minutes from last year's annual meeting held on July 13, 2016. With no objection, the minutes were approved as presented.

3. **REPORT OF THE PRESIDENT:**

President John Lund welcomed those in attendance to our Annual Meeting. He introduced the Board and provided a brief overview of Bonanzaville, USA. President Lund informed the members that the Board approved hiring a firm to conduct a complete audit of the Financial Records of the Cass County, North Dakota, Historical Society, Inc. This is a major undertaking as it has not been done for several years and will involve a lot of work by our staff in order to provide the data and other information the auditors will require.

4. **PRESENTATION BY THE STINE GROUP, INC.**

John Lund introduced C. J. Stine and Marilyn Doeden from the Stine Group, Inc. who provided a slide presentation on the Strategic Plan being developed for Bonanzaville, USA. The final report should be completed by May, 2017.

5. **EXECUTIVE DIRECTORS REPORT:**

Brenda Warren, our executive director, welcomed all the members and especially thanked Marilyn and Catherine from the Stine Group for their work on the Strategic Plan. Brenda said she has a great staff to work with and introduced Melissa Warren, our event coordinator, who has over the past couple years increased the events held on the grounds resulting in a very large increase in revenue in that area.

a. Melissa Warren

Provided an overview of upcoming events:

1. Giving Hearts Day which Marilyn Benson suggested that we become involved with again. This will be held on February 8th.
2. Veterans Appreciation Day on May 25th.
3. July 4th Celebration including a concert that evening.
4. Pioneer Days is back to two days in August.

Melissa Warren is really looking for volunteers for all events but especially for Pioneer Days.

5. Weddings and Corporate Events are also increasing year after year.

Brenda Warren introduced Lynsay Flory, an intern with Bonanzaville through NDSU where we pay a portion of her salary and NDSU provides the balance. Has brought a lot of educational experience and improved our programming.

- b. Lysay Flory
 - 1. Partnership with education is very important and has provided interns for Bonanzaville throughout the summer.
 - 2. Put together a military exhibit
 - 3. Historical Tours especially with school students where we provide actual historical
 - 4. Ghost tours based on actual historical documentation.
 - 5. Dr. Smith, NDSU, and her students have put together a display on VICE in the FM Area and another one on Archaeological Digs.

Brenda Warren then introduced Gaylene Henderson who is our bookkeeper.

- c. Gaylene Henderson
 - 1. provided a brief overview about her background and education.

Brenda Warren went on to introduce Al Zimmerman as the best maintenance guy for Bonanzaville.

- d. Al Zimmerman
 - 1. I love what I am doing.
 - 2. Retired from 35 years between the active Army and 31 years full time with Army National Guard as a logistics guy. I maintained equipment and so this is a little different, but I fix what I can and make things work.

6. **Committee Reports**

Financial Committee:

President John Lund informed the members that Carmen Barth, our CPA, was unable to make it tonight but he would like to share some figures with the group.

- a. Projected revenues in 2016 was \$457,000 and expenses of \$400,000 with actual expenses at \$456,000 and revenues at \$637,000 thus a net income of \$181,000 that can go to maintain buildings, etc.
- b. The Board hopes to raise revenues in 2017 to \$950,000 with expenses projected to be around \$650,000 leaving a net income of about \$300,000.

These figures are unaudited amounts; but we will present firm audited figures for our next annual meeting. Once the audit is complete, it should open the doors to many other grant and donor opportunities resulting in our projected revenue increase in 2017.

Church Committee:

Connie Hanson gave an update on the Church and thanked her co-chair Tom Kenville for all his help. In July the committee was formed and work began on a plan to get the church ready for use by April, 2017. YHR Architects were hired to begin the process. Julie Rokke, the committee and Dennis Olson, member and retired contractor, met every two (2) weeks to finalize a plan. Once the plan was done, the work began. Steeple cleaned and sanitized from bird and bat droppings to installing windows, painting and much more so we could have our first church event.

Buildings and Grounds

Bob Clarke introduced the other members of the committee; Leaha Clarke, Brad Nudell and Glenn Ellingsberg. Bob Clarke explained that they had completed a review of the village last November looking specifically for those defects that would not keep the weather out. This last spring, we prioritized the problems. Over 5 pages of issues have been found throughout the village. Thue-Brink Store and Wheatland Town Hall are probably in the worst shape. Many others need some roof repair to window repairs. Work will continue as funds become available on these and other building in need of repair.

Volunteer Committee

Jonathan Haux said that Bonanzaville needs volunteers but age is taking its toll on volunteers. When I run into someone that was out here, I try to get them to consider coming back to volunteer. Jonathan Haux asked those that have volunteered at Bonanzaville to please stand and be recognized. A huge round of applause went up from the membership.

Marilyn Benson asked how do you get younger members involved. Patrick Donegan stated that he likes old tractors and so a group got started that had similar interests and now he hopes to get some of all of those to come out to Bonanzaville and volunteer some time. Someone else said that at Rollag, they are trying to get kids interested so they might become volunteers as they get older. President Lund said that the Strategic Plan also is looking at the volunteer issues. Some things that we are doing are requiring those using our facilities to become members and also providing school tours to expose area youth to past times. Leaha Clarke brought up kids day at Rollag which provides free hotdogs and other free entertainment.

Nominating Committee

Jonathan Haux introduced the four individuals that have been nominated for membership on the Board of Directors. Those nominated are Tom Kenville, Rich Asleson, Lowell Disrud and Patrick J. Donegan. Each nominee was provided an opportunity to address the members with Jonathan providing a brief bio for Tom Kenville since he was unable to attend the annual meeting. Following the introductions, a written ballot was handed out and votes collected. The three new board members as elected by the members are: Tom Kenville, Lowell Disrud and Patrick J. Donegan who will each serve until spring of 2020.

By-Laws Committee

Glenn Ellingsberg informed the group that upon public notice the By-Laws Committee met on March 6th, 2017. Members of the committee were Bob Clarke, Leaha Clarke, John Strand and Melissa Warren. The committee reviewed all the by-laws and did make a number of recommended changes to the by-laws. These changes were discussed and accepted by the Board of Directors at their March 15th general meeting. Those changes as approved were mailed out to all members for their review at least 14 days prior to the annual meeting.

MOTION PASSED

Glenn Ellingsberg presented the by-law changes to the members and hearing no objections to any, moved to amend the by-laws as presented, seconded by Helen Haster.

President called for vote by show of hands, motion passed unanimously with no hands raised in opposition to the motion.

7. **OLD BUSINESS**

No Old Business

8. **NEW BUSINESS**

No New Business

ADJOURN

Marilyn Benson moved to adjourn.

President Lund adjourned the meeting at 9:15pm

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Organizing Meeting Called to Order:

President John Lund called the meeting to order at 9:24 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng, Brand Nudell, Patrick Donegan and Lowell Disrud. Members absent: Tom Kenville. Staff Members present: Brenda Warren, Executive Director.

2. Election of Officers:

MOTION, passed

Bob Clarke moved and seconded by Elton Solseng to elect John Lund, President; Jonathan Haux, Vice President and Glenn Ellingsberg, Secretary. **On a voice vote, the motion carried unanimously with Tom Kenville absent.**

MOTION, passed

Glenn Ellingsberg moved and seconded by Brad Nudell to elect Leaha Clarke, Treasurer. **On a voice vote, the motion carried unanimously with Tom Kenville absent.**

3. President's Report: John Lund

- a. President Lund welcomed the new Board Members and explained the working of the Board to those elected. A Director's Book will be prepared for each. Glenn Ellingsberg will provide name tags and past minutes taken by him to those that want them at the next meeting.

4. Finance Report: John Lund

- a. Three church project invoices are over \$2,000.00 and will need board approval to be paid: Randall Excavating: \$5,250.00, Home Heating & Plumbing: \$11,736.00 and Naseth Construction Inc: \$57,109.56

MOTION:

Bob Clarke moved and seconded by Jonathan Haux that the presented bills be paid. **On a voice vote, the motion carried unanimously with Tom Kenville absent.**

5. Old Business

6. New Business

- a. The Cass County, North Dakota, Historical Society is required to select the meeting dates for the next year and the consensus of the Board was to continue to have our monthly meetings on the third Wednesday of each month beginning at 5:30p.m.

Elton Solseng moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the organizational meeting at 9:55p.m.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:41 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng, Brad Nudell and Lowell Disrud. Members absent: Patrick Donegan. Staff Members present: Brenda Warren, Executive Director.

2. Minutes Approved:

MOTION, passed

Elton Solseng moved and seconded by Brad Nudell to approve the minutes of the April 19, 2017 Organizational Meeting and the minutes of the regular meeting held on May 17, 2017. **Approved on voice vote.**

3. Finance Report:

- a. Leaha Clarke, Treasurer, provided an overview of the Financial Report to the Board which was reviewed by the Finance Committee prior to this meeting.

MOTION:

Jonathan Haux moved and seconded by Bob Clarke that the Financial Report be accepted as presented. **Approved on a voice vote.**

4. Air Museum

- a. Tom Kenville was unsure how this discussion got started and Glenn Ellingsberg, stated that it was brought up by him at a Building and Grounds Committee meeting simply to see if any interest existed to work with the Air Museum in housing some of our airplanes. It could help alleviate some overcrowding in other buildings. Tom thought that we could pursue this with the Air Museum to see what they could bring to the discussion. Any arrangement should significantly benefit Bonanzaville in the long run. President Lund had appointed a committee of Tom Kenville, Glenn Ellingsberg and Bob Clarke to look into this joint venture. John Lund has signed an MOU stating that the two (2) airplanes on loan from the Air Force Museum were not in any position to be returned and both would remain in our permanent collection.

John Lund stated that he and others have had favorable reviews from students on the Air Museum and he would like to hear from other board members on their position. The following were brought out by board members: Airplanes have a historical significance; would interactive displays replace the airplanes lost, hate to lose any artifacts for any reason, important to plan for the future and Bonanzaville should not lose what draws visitors.

The committee will meet with the Air Museum but will proceed slowly with no deadline set.

5. President's Report:

- a. Auditors are currently looking at historical data and that a final report should be given to the Board by the end of June, 2017. Glenn discussed that signatures on our bank accounts must be approved by resolution of the Board prior to any changes being made.
- b. Strategic Plan has been completed and a copy provided to all the Board Members.
 - i. Stine Group has proposed implementing the plan for another \$18,000.00 and the consensus of the Board was that they would take it up at a later time such as in the

fall when things are a little slower for Bonanzaville. Brenda will discuss this with the Stine Group.

- c. NDSU Exhibit on “Uncovering Vice in Fargo-Moorhead from 1875 to 1920” had a good grand opening with over 150 individuals in attendance. This exhibit was put together by students of Dr. Smith.
- d. John Lund and Brenda Warren attended a luncheon sponsored by 100 Inc. at their invitation. This group is reaching out to non-profits as possible associate members and John suggested that we look to join that group at no cost. This would be a neat opportunity for Bonanzaville and a good networking asset. This group is comprised of 100 Business Leaders and they are now looking to form a 100 Ag for Agriculture Leaders.

6. Committee Reports

- a. Church Committee: Tom Kenville

Tom said the church has come a long ways and should be completed shortly. We did meet the deadline for an April 29th wedding. Unfortunately, the cost has exceeded the amount projected and we still have outstanding bills of approximately \$32,000.00. A thank you note will be sent to Dennis Olson, a consultant on the project, and to Walt Bruns, a past board member that was on the committee when this project started. Jonathan Haux expressed a concern that if we take all the remaining church costs out of operating funds; that we may take a chance of running short on cash flow. An additional amount added to our line of credit might be advisable.

MOTION:

Tom Kenville moved and seconded by Jonathan Haux that we request an additional \$50,000 line of credit from Bell State Bank. **On roll call vote, the motion carried unanimously with Bob Clarke not voting and Patrick Donegan absent.**

- b. Volunteers: Jonathan Haux

A date has not yet been set for an appreciation dinner but Brenda is looking to hold it during the PGI Fireworks Show the first part of August.

- c. Building and Grounds Committee: Bob Clarke

Bob Clarke discussed the Wheatland Jail and what a tough shape it is in and it should be taken down. Hank Trangsrud inquired about shingling the elevator as he is curious what color is available. Western Products will be contacted to see if they might be willing to donate materials and/or labor. Bob Clarke also mentioned that Rollag Steam Threshers did not want the building we offered. John Lund asked that the Collections Committee be consulted about the demolition of the building.

MOTION:

Glenn Ellingsberg moved and seconded by Bob Clarke that we send the demolition request to the collections committee for comment. **On voice vote, the motion carried unanimously with Patrick Donegan absent.**

7. Executive Director’s Report

- a. Addition to our line of credit at Bell State Bank was discussed above.
- b. Brenda Warren gave an update on the current status of Linsay Flory, our graduate student and acting curator. She was supposed to work the whole month of May but now has informed Brenda that she is not able to do that. Linsay said that she has all her hours in for the month and will be leaving on Friday. Brenda did say Linsay will be back to help coordinate the two (2) new interns summer work plans and also for some educational talks.

- c. Brenda informed the board that we received a Burlington Northern Grant which she applied for in the amount of \$2,500.00 and it is being matched by another \$2,500.00 by Dirk Lenthe. Brand Nudell informed the group that the locomotive on site is the 2nd oldest one from Northern Pacific.
- d. Dr. Smith from NDSU and Brenda Warren are looking at potential funding for an endowment that would help pay for interns at Bonanzaville.
- e. Received several checks from FM Area Foundation for endowments held on our behalf totaling \$14,950.00 in restricted funds and \$1,520.00 for general support.
- f. 2018 Budget is due for Cass County on July 15th

8. Old Business

- a. Glenn Ellingsberg brought up the earlier request by Bob Jostad concerning modifications to Building 16 which would allow public display of some of the older farm implements. The Board had earlier consented to this work but then it was put on hold since storage of some articles became an issue. Bob would like to finish this work at his expense and the board agreed that he could continue as long as no society's funds were used.

9. New Business

- a. Glenn Ellingsberg suggested that each board member adopt a building or buildings so they could become more familiar with work that may need to be done and try and determine how and when that work could be completed.
- b. Glenn Ellingsberg would like to see a policy developed on inclement weather, especially rain, as it is extremely difficult to keep the buildings clean when mud is dragged in after each rain. Could identify which buildings could remain open if any other than the main museum at perhaps a reduced entrance fee.
- c. Mortuary items from Rollag will be delivered soon to Bonanzaville and it has been suggested that the rear portion of the Drug Store be used to house this exhibit as many drug stores in the past have also served as funeral homes.

Bob Clarke moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting at 8:20pm.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:40 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Bob Clarke, Leaha Clarke, Elton Solseng, Brad Nudell, Lowell Disrud and Patrick Donegan. Members absent: Harlan Bernstein. Staff Members present: Brenda Warren, Executive Director. Typhanie Schafer, was introduced by Brenda Warren as our new Curator Intern. Ms. Schafer stated that she was a graduate of NDSU and was working toward her Masters at Middle Tennessee State University. Ms. Schafer will be with us through the summer months.

2. Minutes Approved:

MOTION, passed

Brad Nudell moved and seconded by Elton Solseng to approve the minutes of the May 17, 2017 general meeting as corrected. **Approved on voice vote.**

3. Finance Report:

- a. Leaha Clarke, Treasurer, stated that there would be no Financial Report for June at this time as Gayle Henderson, our bookkeeper has not been in for a few days. The accounts are not current since June 1st. Brenda Warren did not expect Ms. Henderson to return and if she did not resign; she would be terminated for lack of performance of her duties. Beth Mohan, past Board Member and CPA, has been approached to assist with our financial records and could possibly take over these duties on a regular basis.

4. President's Report:

- a. Audit is still on schedule to be completed by the end of June or the very first part of July.
- b. President Lund reopened discussion from last month on the prospect of Board Members adopting one or more buildings. The adoptions could help track current status of the buildings and what work may be needed on each. Glenn Ellingsberg will mail out a list of the buildings to the board members so they can select for adoption those that interest them.
- c. President Lund created a Public Relations Committee with the following members: President John Lund, Board Member Brad Nudell and Judy LaJesse. John Strand may also be approached to serve on this committee.
- d. Strategic Plan.
President Lund and Glenn Ellingsberg discussed the strengths and weaknesses of the Strategic Plan as submitted by the Stine Group. The main objections to the Strategic Plan was a lack of an action plan to go with all the goals identified, concerns such as space needs and artifact focus was not discussed and some conclusions were not supported by any documentation. President Lund, Tom Kenville, Glenn Ellingsberg and Brenda Warren will attempt to meet with them later this summer to discuss these concerns and the Stine Group's proposal to do additional work for Bonanzaville.
- e. President Lund stated that the Cass County, North Dakota, Historical Society has been served with a civil suit concerning an alleged dog bite to a Gary Manske. Mr. Manske was on the grounds cleaning up after an event and was supposedly bit by an employee's dog. The claim

has been turned over to our insurance company. The employee will not be bringing that dog to work any longer.

5. Committees:

a. Church Committee.

Tom Kenville and Brenda Warren provided an update. Landscaping will be done soon and then grass will be planted. Excel Energy will extend an existing Natural Gas Line from the Kathryn Depot to the Church at no cost. Glenn Ellingsberg suggested that the pews be checked and leveled as several were wobbly.

b. Volunteer Committee.

Jonathan Haux informed the group that Mr. Jostad had completed construction of two large signs for promotional use.

c. Buildings and Grounds.

- i. The status of new shingling on the Elevator and Depot was discussed but was tabled for now as a proposal has been presented to Western Products and no reply has been received at this time.
- ii. Wheatland Jail Demolition has not been discussed by the collections committee. If they agree with the demolition, it would most likely take place later this year with our own staff. The future of the pot belly stove and jail cells is under consideration.
- iii. There has been some discussion on a possible donor to defray the cost of repairs to the Thue Brink Store. Brenda Warren has met with individuals and discussions are ongoing.
- iv. Air Museum was discussed at a recent meeting and more discussions are to follow. Tom Kenville said it was a good meeting and that each group should decide what their priorities are and what airplanes are under consideration by both groups. A preliminary date of September 15th (90 days) has been set for the groups to get back together. Glenn Ellingsberg will send Tom Kenville a list of the airplanes available.

6. Executive Director's Report

- a. New Curator and Intern – Typhanie Schafer
- b. Brenda Warren discussed a Passport program with the Community Visitor's Bureau which would allow visitors to purchase one passport that might be honored at a number of different locations. More information will be coming on this program.
- c. Brenda discussed the current advertising for our July 4th event and everything is on schedule with ads in the Forum and Pioneer, area talk shows, area event calendars, various magazines and our Website will be updated.
- d. Could use help from Board Members on July 4th.
- e. Brenda Warren and Tom Kenville met with Bryan Schulz, general manager, and Eric Ramstad, president, on parking lot use for the pyrotechnics show in August. They reached a compromise and Bonanzaville can use the lot on August 6th and 8th with the Fair using it the last two shows on the 9th and 11th.
- f. Bryan Schulz also stated that Bonanzaville should not spend a lot of money on the parking lot as the proposed West Fargo Convention Center is very possibly a go and that parking lot could be impacted by that project.

7. **Old Business**

- a. Bob Clarke informed the board that the mortuary equipment from Rollag has been moved to the rear of the Drug Store.

8. **New Business**

- a. Jonathan Haux said that he has been approached by a family about a 1948 Chevy Grain Truck being donated to Bonanzaville and that a collections form would be submitted for consideration.

Tom Kenville moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:40 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng, Brad Nudell, and Patrick Donegan. Members absent: Lowell Disrud. Staff Members present: Brenda Warren, Executive Director. Beth Mohan was present and is helping with our Financial Records.

2. Update by Tom Kenville

Tom Kenville suggested that the Cass County Historical Society should decide on which articles might be under consideration for discussion with the Airport Museum. The date of August 17th at 11:00 am was selected for the committee meeting which will be held in our Air Museum.

Tom Kenville informed the group that he had a brief meeting with Mike Bullinger, owner of Western Products, concerning their participation in shingling two buildings at Bonanzaville. Mr. Bullinger was not sure they could do two, but did state that Adam Olson from their firm will stop out to look at the structures.

Mr. Kenville notified our board that the Stanley Cup will be coming to this area on August 31st, 2017 and that he is attempting to arrange for some publicity for Bonanzaville by use of the Stanley Rolls Royce again. Perhaps having the cup and Matt Cullen arriving at the viewing in the Rolls. Any proceeds would be split between Youth Hockey and Bonanzaville.

City Scapes is interested in giving Bonanzaville additional Dirt and Clay free of charge to include hauling the dirt.

Jonathan Haux stated that he had been contacted by an individual that would like to donate the grass for the church site. Jonathan will visit with Brenda Warren on this.

3. Minutes Approved:

MOTION, passed

Brad Nudell moved and seconded by Elton Solseng to approve the minutes of the June 19, 2017 general meeting as corrected. **Approved on voice vote.**

4. Finance Report:

Leaha Clarke, Treasurer, provided the Board with an update on our Finances and that it is still a work in progress as our last bookkeeper failed to keep the records up to date. Leaha Clarke wanted to thank Beth Mohan for helping get the reports back in order.

MOTION:

Jonathan Haux moved and seconded by Brad Nudell that we receive and file the financial report as given. **On voice vote, the motion carried unanimously with Lowell Disrud and Tom Kenville absent.**

5. President's Report:

- a. A couple of items still need to be resolved before we get the Audit with one being the actual valuation of the Lucien Barnes Pavilion as the actual construction cost does not agree with what is listing on our books. Glenn Ellingsberg wondered if the valuation might include the old part of the museum as well as what was newly constructed.
- b. President Lund reopened discussion on the Keller and Loegering request to bring more of their collection to Bonanzaville and said that he visited with Cil Melroe about their proposal. Mr. Melrow does not object to this proposal other than that all parties should be careful about how it is portrayed and that it does not attempt to rewrite history. Some discussion was held by the Board about what areas should be represented by Bonanzaville. President Lund will ask Tom Kenville to try and get a specific proposal and cost on this project and what is being offered.
- c. President Lund showed the Board nine (9) ceramic mosaics that were bought for \$75.00 in 1935 by the Daughters of Dakota Pioneers from the University of North Dakota for the historical museum which later became known as Bonanzaville. They were made by Margaret Cable, a pottery instructor at UND and were exhibited at the 1933 World Fair in Chicago. The University of North Dakota Alumni Association would like to acquire them and return them to UND but their offer of \$30,000 was far below their actual value. The consensus of the Board is that we would be remiss if we did not look at the actual value of the pieces in any discussions.

President Lund stated that our insurance company has made an offer on the Cass County, North Dakota, Historical Society civil suit concerning an alleged dog bite to a Gary Manske.

6. Committees:

- a. Volunteer Committee.
Jonathan Haux said that we had a good turn out of volunteers for our July 4th activities and that more volunteers are being sought. Brad Nudell stated that it is important that we stress to all staff and volunteers to keep a happy face when dealing with the public.
Jonathan Haux mentioned that he took a 1926D John Deere to be displayed at the Red River Valley Fair and had a tremendous reception from the youth attending an Ag Education Event.
- b. Buildings and Grounds.
Glenn Ellingsberg said that the Rural Fire Association has stated that they will work on fixing the Fire Hall this fall. They are looking at various funding sources to secure the funds to repair the building.
Jonathan Haux has found someone that would be interested in providing funds for a roof on the Machine Shop.

7. Executive Director's Report

- a. There has been reports of individuals gaining access to the grounds after hours and additional investigation is needed.
- b. Brenda Warren will be presenting our budget request to the Commission on July 26th.

- c. A new contract is in place with the Horseless Carriage Club which is more favorable to Bonanzaville.
- d. Brenda is requesting some additional funds for the church from the Convention and Visitors Bureau.
- e. Pioneer Days will be August 19th and 20th and help is always appreciated.
- f. Brenda Warren requested the Board vote to remove Galyle Carmen from our accounts at Bell State Bank and Trust and add Beth Mohan back on to those same accounts.

Motion:

Bob Clarke moved seconded by Elton Solberg that Gayle Carmen be removed as signatory on any of our accounts at Bell State Bank and Trust and that Beth Mohan be added as a signatory on any of our accounts at Bell State Bank and Trust. **On roll call vote, the motion carried unanimously with Tom Kenville and Lowell Disrud absent.**

8. **Old Business**

- a. None

9. **New Business**

- a. None

Glenn Ellingsberg moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting at 7:25 pm.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:33 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng and Brad Nudell. Members absent: Lowell Disrud and Patrick Donegan. Staff Members present: Brenda Warren, Executive Director.

The agenda was amended to delete the Finance Report.

2. Minutes Approved:

MOTION, passed

Bob Clarke moved and seconded by Brad Nudell to approve the minutes of the July 19, 2017 general meeting. **Approved on voice vote.**

3. President's Report:

- a. Still working on reconciling the actual cost of the Lucien Barnes Pavilion with what is listed on our books.
- b. President Lund reported to the Board that the pending dog bite lawsuit has been settled for \$3,500.00.
- c. President Lund has communicated with the University of North Dakota Alumni Association on their desire to acquire the Pottery Mosaics made at UND. The Alumni Assoc. was informed that their offer of \$30,000 was far below their actual value. The CCHS Board would need to consider the actual value of the pieces in any discussions. The possible loaning of pieces to UND could also be considered.

4. Committees:

- a. Buildings and Grounds.
They will be meeting on the Air Museum.
Tom Kenville did meet with Adam Olson from Western Products and said that if given a couple of weeks, he may be able to complete both buildings if the roofing manufacturers would donate some of the cost of the materials. Mr. Olson will get back to Mr. Kenville.
Russ Brink has been in contact with Brenda Warren as to repair to Thue-Brink Store by Bruce Thue and a final cost will be presented within the near future.
Tom Kenville inquired as to the status of the Strategic Plan by the Stine Group. Tom Kenville, Glenn Ellingsberg and John Lund will meet with the Stine Group as to any future involvement by their group at a future date.
Tom Kenville also inquired as to any possible training by the Dakota Medical Foundation for our Board. This can and most likely will be looked at for this winter.
- b. Volunteer Committee.
No Report
- c. Church Committee
Completed for the most part and open for business. A sink in the basement needs to be installed and will be done within the next week or two.

5. **Executive Director's Report**

- a. "The **North Dakota Jewish Experience: Shvitzing It Out on the Prairie**"! had about 150 to 160 in attendance at the opening including the Mayor of Fargo, Tim MaHoney, along with other dignitaries who spoke at the opening.
- b. Dr. Smith came to Brenda with two contracts for interns this year, but we only have funds for one and her name is Caci, 20 hours per week for 2 semesters.
- c. Thue-Brink Update
Naseth Construction gave a preliminary quote of \$151,186 for repair of this building. That does not include painting. Some discussion was held on providing two options: Repair vs. Restitution/Renovation.
- d. Issue with the main outside doors to the Church. The doors are deteriorating and Naseth Construction, Central Door and the Architect are looking into the reason and solution to the problem.
- e. Received \$122,000 appropriation from the Cass County Commission for FY2018.

6. **Old Business**

- a. Collection Committee met and discussed the Wheatland Town Hall and Jail. The committee agreed to the demolition of this building with the request that any salvageable items be preserved. A motion will be made later to formalize this project.

7. **New Business**

- a. The Red River Valley Genealogical Society has requested a key for the space they are renting. Brenda Warren will meet with them on this issue.

Leaha Clarke moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting at 7:00 pm.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:30 p.m. with members present as follows: John Lund, Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Harlan Bernstein, Bob Clarke, Leaha Clarke, Elton Solseng, Brad Nudell, Lowell Disrud and Patrick Donegan. Staff Members present: Brenda Warren, Executive Director and Beth Mohan, accountant.

2. Minutes Approved:

MOTION, passed

Brad Nudell moved and seconded by Elton Solseng to approve the minutes of the August 16, 2017 general meeting. **Approved on voice vote.**

3. Finance Report:

- a. Still working on the detailed financial reports to bring them up to date. Cash at \$22,600.00, Savings at \$12,760.00, Bonanzaville Belles at \$13,700 and Restricted Accounts at \$90,000.00. It appears that an agreed upon figure for the actual cost of the Lucien Barnes Pavilion has been set at 1.8 million.
- b. Beth Mohan brought up the restricted accounts and how our auditors felt that the Board should look at potentially taking some of the maintenance costs for those buildings out of those accounts. Glenn Ellingsberg suggested that we be careful what costs are taken out of the accounts as donors expect their contributions to go to the upkeep and repair of the building itself. Overall maintenance for the grounds should not come from those funds. Beth stated that the auditors just cautioned that many non-profits have plenty of cash reserves but struggle as the funds are all tied up in restricted accounts. The Finance Committee will review and report back to the Board at a later date.
- c. President Lund brought two (2) bills to the Board for approval as they are both over the \$2,000 limit. One was for Dawson Inc. for \$8,350.00 and the other from Home Heating for \$4,132.00.

MOTION:

Jonathan Haux moved seconded by Leaha Clarke that we pay the two bills from Dawson, Inc. in the amount of \$8350.00 and the other from Home Heating for \$4,132.00. **On roll call vote, the motion carried unanimously.**

d. **MOTION:**

Bob Clarke moved and seconded by Brad Nudell that the Finance Report be accepted as given. **Approved on voice vote.**

4. President's Report:

- a. President John Lund brought up the Stine Report and stated that he was forming two committees to look at two issues brought up by the Stine Report. Those interested in serving on either committee should contact President Lund directly.
 - i. The first committee will look at "How Directors Are Recruited". Develop a formal plan for recruitment of Board Members and identify criteria to help with selection of Board Members.

- ii. The second committee will look at “Fundraising Potentials”. Develop a formal plan that identifies potential contributors, methods for raising funds, and updating our charitable giving brochure.
- b. Still looking at training for Board Members through the Dakota Medical Foundation.
- c. President Lund also would like to bring in someone to discuss how to interpret and understand Finance Reports.
- d. President Lund reminded Board Members that one can only be absent from three (3) meetings during each calendar year and that there are several options available to Board Members to meet this requirement:
 - i. Attend the Meeting and leave early if necessary.
 - ii. Telephone Conference Call
 - iii. Come in late if necessary.

5. **Committees:**

- a. Buildings and Grounds.

MOTION:

Glenn Ellingsberg moved seconded by Leaha Clarke on the recommendation of the collection’s committee to proceed with the demolition of the Wheatland Town Hall and Jail, saving any important artifacts. **On roll call vote, the motion carried unanimously.** The Thue Brink Store will be referred to the collections committee for their consideration on what should be done with this building and its contents. The committee brought up their discussions on our Air Museum and that the recommendation is not to do anything at this time.

MOTION:

Glenn Ellingsberg moved seconded by Brad Nudell that a letter be sent from the Board to the Fargo Air Museum outlining our position on maintaining our collection and suggesting that we should review this topic yearly. **On roll call vote, the motion carried unanimously.**

MOTION

Glenn Ellingsberg moved seconded by Bob Clarke that Bob Jostad may remove the saw mill from Bonanzaville at no cost to either party. Discussion followed and Brad Nudell moved to amend the original motion to add that if the saw mill is sold by Bob Jostad, that no profit is to come from the sale. **On roll call vote, the amendment to the motion carried unanimously. On roll call vote, the motion carried unanimously.**

Tom Kenville reported that they are still working with Western Products on providing roofs for two of our buildings. Shorewood Metal Shingles is the preference for the elevator.

Tom Kenville has a meeting with the Loegerings to determine what their intent is as it relates to their artifacts coming to Bonanzaville and what exact financial contribution the family is willing to make.

- b. Volunteer Committee.

Jonathan Haux has no new information on volunteers; but did promote Bonanzaville at Big Iron this year. Case IH had inquired about the possibility of having Steiger #1 shown with their equipment at Big Iron and Jonathan was able to bring that along with the last one in the series over to Big Iron. Case IH and Mr. Steiger were extremely pleased that they were able to have both at Big Iron.

- c. Marketing Committee:
Brad Nudel stated that the committee has met and that they are looking at more consistent events throughout the year. Ghost Tours are coming up in October and Christmas on the Prairie is in December. Bonanzaville had a few cars in the parade for West Fest where we partnered with The Pioneer/Forum.

6. Executive Director's Report

- a. "Big Iron Craft Fair" was a huge success with 21 vendors this year.
- b. Meeting with Cass County Electric on October 2nd to try and determine what meters go with what building and how the power grid is laid out in Bonanzaville.
- c. Brenda hopes to attend the Heritage Education Workshop on September 23rd.
- d. Coke Vending wanted exclusive sales in Bonanzaville and were told that was not possible. They have stated their intent to remove their machines and other coolers on the grounds. Brenda has asked for a specific date but no response as of yet.

7. Old Business

- a. None

8. New Business

- a. Brad Nudel brought up the need for better signage at the Car Museum. Brenda will look into that issue.

Brad Nudell moved to adjourn, **Motion Passed on a Voice Vote.**

President Lund adjourned the regular meeting.

Glenn Ellingsberg
Secretary

John Lund
President

Cass County Historical Society

1. Meeting Called to Order:

Vice President Jonathan Haux called the meeting to order at 5:35 p.m. with members present as follows: John Lund by Phone, Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Harlan Bernstein, Leaha Clarke, Elton Solseng, Brad Nudell, Lowell Disrud and Patrick Donegan. Member Absent: Bob Clarke. Staff Members present: Brenda Warren, Executive Director; Beth Mohan, accountant; Kaci Johnson, Intern and Melissa Warren, Event Coordinator. Guest Douglas Straus of G&R Controls.

2. Minutes Approved:

MOTION, passed

Brad Nudell moved and seconded by Leaha Clarke to approve the minutes of the September 20, 2017 general meeting. **Approved on voice vote.**

3. Presentation by G&R Controls

Douglas Straus, Mechanical Engineer with G&R Controls, provided an overview of their proposal for reducing the air flow and thus noise from the air handlers during certain times, especially during talks and meetings. It would change the amount of air, the way the air is delivered, or a reduction in air flow during those times through use of the digital controllers. Mr. Straus also gave a quote for a Yearly Maintenance Contract for the Mechanical and Temperature control systems. No decision was made as other firms have been contacted to provide similar services.

Control Event Center Air Delivery System	\$2,753.00
Control 1 st Floor Tour Route	\$1,993.00
Yearly Maintenance Contract	\$3,878.00

4. Board Received an update of the activities of our Intern Kaci Johnson and our event coordinator Missy Warren.

- a. Kaci Johnson has been assisting with the Ghost and Paranormal Tours and plans on spending her remaining time working on the Collections, Exhibits and Signage.
- b. Missy Warren has had a great year with rentals of the Event Center, moving into the fall Ghost and Paranormal Tours, and beginning to work on upcoming events in December and Giving Hearts Day on February 8th. Glenn Ellingsberg brought up the cost sharing requirement of Giving Hearts and past concerns on raising those funds.

5. Finance Report

Beth Mohan presented the latest financial report which showed a positive cash flow with year to date net income of \$77,635.00. Total Assets and Liabilities are \$2,697,641.60

MOTION PASSED:

Brad Nudell moved and seconded by Elton Solseng that the Finance Report be accepted as given. **Approved on voice vote.**

6. President's Report:

- a. President John Lund was on a mobile phone while traveling and did not have a lot to share with the group. He did bring up the two (2) committees that were formed last month and that there is still time to contact him about joining one or both.
 - i. The first committee will look at "How Directors Are Recruited". Develop a formal plan for recruitment of Board Members and identify criteria to help with selection of Board Members.
 - ii. The second committee will look at "Fundraising Potentials". Develop a formal plan that identifies potential contributors, methods for raising funds, and updating our charitable giving brochure.

7. Committees:

- a. Buildings and Grounds.

Tom Kenville reported that Western Products will provide one of two roofs requested. The Tangerud Elevator will have a steel roof installed by Western Products but no firm time line has been set. It will depend on when they have a crew available to complete the work but before next spring.

Tom Kenville and John Lund reported no change in talks with the Loegering Family. Some thoughts about some of the exhibits in Sargent County but no serious commitment on funds was discussed. Location and their participation in funding is still to be determined.

- b. Volunteer Committee.

Jonathan Haux has no new information on volunteers; but is still working on finding funds to repair Steiger No. 1.

- c. Marketing Committee: No Report

8. Executive Director's Report

- a. Had a number of Jewish visitors to Bonanzaville to see the current Jewish Exhibit. They were very impressed and inquired if it would become a permanent exhibit. Brenda Warren stated that it would not unless funding for permanent exhibit space could be found. Some in the group thought that might be possible.
- b. Work is ongoing on the Arthur Town Hall with work on the Projector and Projection Room and with work on one of the Stain Glass Windows.
- c. Roger Ware has informed ND Workforce Safety and Insurance of his ongoing health issues and they have offered him a settlement to resolve the claim. This should not affect our premium as we are due for a 10% reduction if rates rise.
- d. Brenda Warren has been informed that the 100 Inc. Club would like Bonanzaville to join their organization. There are no yearly dues for non-profits to join.
- e. The Harry Anderson Family had stopped at Bonanzaville to see the Massey-Harris Combine that was donated but it could not be located. The family was quite upset and wanted to know what happened to the combine. Jonathan Haux stated that due to space limitations, it has been housed in a building near Davenport ND. Brenda will let the family know.

9. Old Business

- a. None

10. New Business

- a. Glenn Ellingsberg thought that the Board should reach out to Case IH and Titan Machinery to see if they would be willing to loan us a pay loader for the winter and possible help with

some parts for our Titan Tractor for Bonanzaville bringing the two Steiger Tractors to Big Iron for the two companies. Glenn Ellingsberg will work with Brenda Warren on a letter.

Brad Nudell moved to adjourn at 7:30pm, **Motion Passed on a Voice Vote.**

Vice President Jonathan Haux adjourned the regular meeting.

Glenn Ellingsberg
Secretary

Jonathan Haux
Vice President

Cass County Historical Society-Bonanzaville

Board Minutes – November 15, 2017

1. Meeting Called to Order:

President John Lund called the meeting to order at 5:35 p.m. with members present as follows: John Lund via telephone, Tom Kenville via telephone, Jonathan Haux, Leaha Clarke, Bob Clarke, Elton Solseng, Lowell Disrud and Patrick Donegan.

Staff Present: Brenda Warren, Executive Director & Beth Mohan, Accountant

Absent: Glenn Ellingsberg, Harlan Bernstein, Brad Nudell

2. Minutes Approved:

Brenda Warren made two corrections to October's Board meeting minutes. The correct spelling for the elevator is Trangsrud. The second correction was that Bob Clarke was not absent, he just was a few minutes late in getting to the meeting. Elton Solseng moved to approve the minutes of the October Board meeting with the corrections. Motion was seconded by Bob Clarke.

MOTION PASSED

Approved on Voice Vote

3. Finance Report

Beth Mohan presented the latest financial report. She was able to get caught up and presented financials through October 2017. Jonathan Haux moved to approve the financials as presented. Motion was seconded by Elton Solseng.

MOTION PASSED

Approved on Voice Vote

Beth also reported to the Board that the audit is in the review process at Eide Bailly. The audit should be wrapped up in the very near future. One concern is that Eide Bailly brought up that CCHS-Bonanzaville should have been filing a 990T as if any events are held in a building with debt, all revenue is taxable. The Board asked Beth to contact Fieberger & Swanson to find out why they didn't think we needed to file a 990.

John also is requesting that for the next Board meeting, Beth put together what is in restricted and the totals for each building. We want to make sure to establish a formal system of how we record and calculate restricted funds. The issue is to record the specifics and the expectations of the donor.

4. President's Report

- a. President John Lund is concerned that Eide Bailly had not yet completed our audit. He is optimistic that it is nearing an end and that we should have a draft in hand very soon.
- b. Reviewed the Ghost Tours & Paranormal Tours with the Board and commended the staff on such a great success with both tours.
- c. The Stein Group has reached out and wants to re-engage with us. John, Brenda, Glenn & Tom will meet with them either November 29 or 30. Discussion will be held on a Business Plan vs an Implementation Plan and the costs of each.
- d. John wants to put together a Strategic Plan Retreat possibly in January or February. It would be a 4-6 hour retreat.

5. Committees

- a. John discussed the new committee he created, "How Directors Are Recruited", and his hopes to develop a formal plan for recruitment of Board Members and identify criteria to help with selection of Board Members.
- b. The second new committee is "Fundraising Potentials" where he wants to develop a formal plan that identifies potential donors, methods for raising funds, and updating the charitable giving brochure.
- c. Bob Clarke just finished his harvesting but will start up with the Buildings & Grounds Committee again very soon. The jail did not come down as expected this Fall, so we'll need to tackle this in the Spring. It was reported that our priorities on the roofs have changed. With the high winds, the Houston Mansion took a hard hit on the roof. It was determined that we'll need to forego the new roof on the Embden Depot and give priority to the Houston Mansion. Brenda is working with Adam at Western Products to have their team out here to measure so we can have a quote by the next Board meeting.
- d. Jonathan Haux also has been busy with harvesting, so no new information regarding the Volunteer Committee.
- e. The Marketing Committee did not meet, thus no report.

6. Executive Director's Report

- a. Brenda handed out the first draft of a proposed 2018 expense and income budgets. The Board reviewed and will be discussing in detail at the next Board meeting.
- b. Brenda reported that Dr. Humphrey and his wife Sharon have agreed to match the Alex Stern Foundation grant.
- c. Brenda will put together a list of planned projects for the upcoming year.
- d. Christmas on the Prairie is coming up on Saturday, December 2. Volunteers from the Board include John Lund (if health improves), Bob & Leaha Clarke, Jonathan Haux, Patrick Donegan, and the Board thought that Harlan Bernstein would be involved as well. Elton Solseng and Lowell Disrud cannot commit at this point but will let us know. Brenda will ask Glenn upon his return.
- e. The Christmas Dinner featuring the FM Ballet will be held on Sunday, December 3. The social hour will be at 5:00 pm, Dinner at 5:30 pm, followed by the FM Ballet at 6:00 pm. Brenda stated that this is not a fundraising event for us, but a chance for us to thank our Board members and all our volunteers. Bonanzaville has been getting calls from the outside community.

7. Old Business

- a. Tom Kenville reported that he has been in contact with Laura Ness-Owen who is the decision-maker at Bobcat. He had a conversation with her regarding Bobcat teaming up with us to tell the story of the invention of the skid steer by the Kellers, and how it evolved throughout the years. She will be discussing this with other personnel at Bobcat and get back to us.
- b. Brenda was asked to search for a contract that we may have with Bobcat. We need to find out who carries liability if anything should happen to the Bobcat machinery in the Mowm Museum as Laura Ness-Owen told Tom that all that equipment belongs to Bobcat.
- c. Tom also reported on the status of the proposed Convention Center. Matt from the City told Tom that the attorneys were putting together a package that both the City and the Fairgrounds could be happy with. Matt also stated that when CCHS-Bonanzaville is annexed into the City, the City will treat us well when it comes to assessments and taxes. Matt also

told Tom that a Board of 10 members will be established. Two of those members will come from Bonanzaville.

d. Brenda was questioned whether or not the Titan letter went out yet. Brenda will confer with Glenn upon his return.

8. New Business

a. A. None

9. Bob Clarke moved to adjourn. Elton seconded that motion.

Motion Passed on a Voice Vote.

Brenda Warren, Executive Director

John Lund, President

Cass County Historical Society

1. Meeting Called to Order:

Vice President Jonathan Haux called the meeting to order at 5:30 p.m. with members present as follows: Glenn Ellingsberg, Tom Kenville, Jonathan Haux, Harlan Bernstein, Leaha Clarke, Bob Clarke, Brad Nudell, Lowell Disrud and Patrick Donegan. Member Absent: John Lund and Elton Solseng. Staff Members present: Brenda Warren, Executive Director; Beth Mohan, accountant.

2. Agenda Approved:

MOTION, passed

Brad Nudell moved and seconded by Bob Clarke to approve the agenda with changes. **Approved on voice vote.**

3. Minutes Approved:

MOTION, passed

Brad Nudell moved and seconded by Lowell Disrud to approve the minutes of the November 15, 2017 general meeting. **Approved on voice vote.**

4. Finance Report:

Beth Mohan presented a draft copy of the Audit and the latest financial report which showed a positive cash flow with year to date net income of \$158,676.45. Total Assets and Liabilities are \$2,482,278.50

MOTION PASSED:

Brad Nudell moved and seconded by Bob Clarke that the Finance Report be accepted as given. **Approved on voice vote.**

5. President's Report:

- a. John Lund was not present and so there was no President's Report.

6. Committees:

- a. Buildings and Grounds, No Report.
- b. Volunteer Committee, No Report.
- c. Marketing Committee, No Report.
- d. How Board of Directors are Recruited, No Report
- e. Fundraising Potentials, No Report.

7. Executive Director's Report

- a. Brenda Warren handed out a draft copy of the 2018 Budget and went through the anticipated expenses and revenues. Vote on the budget should be completed at next month's board meeting.
- b. Linda Wertz resigned from Experience Works and so will not be working with us any longer. She had done a great job while with us in collections and in other areas.
- c. Brenda Warren is still pursuing other insurance providers and will report her findings later.

- d. Brenda Warren stated that Beth Mohan resigned as our accountant. John Lund and she has been discussing the accounting needs with Brad Stedman Accounting and recommends that the board hire that firm.

MOTION: PASSED

Bob Clarke moved and seconded by Brad Nudell that the Cass County, North Dakota, Historical Society, Inc. hire and retain the Brad Stedman Accounting Firm to handle our financial affairs. **On roll call vote, the motion carried unanimously with John Lund and Elton Solseng absent.**

- e. Brookings History Museum requested that our Museum loan a Native American Indian Calendar known as a "Winter Count" to their museum for an exhibit they will be holding. Discussion followed and the consensus was not to loan this item due to the value and how fragile the calendar is. Brenda Warren will let their museum know our response to their request.

8. Old Business

- a. Brenda Warren brought up the contract submitted by G & R Controls at our October board meeting and would like to retain that firm for our HVAC needs and to correct some delivery and noise issues.

MOTION: PASSED

Brad Nudell moved and seconded by Lowell Disrud to hire the firm of G & R Controls for our 2018 HVAC maintenance and to correct delivery and noise issues with the HVAC system. **On roll call vote, the motion carried unanimously with John Lund and Elton Solseng absent.**

9. New Business

- a. Glenn Ellingsberg thought that the Board should look to add a section to the Bylaws that would allow for the creation of an advisory board of Trustees that would have no voting rights but would be available to brainstorm and present solutions to problems facing Bonanzaville that are brought to them by the Executive Director or the Board of Directors. The consensus was to pursue bringing this forward to the annual meeting as a change in the By-laws.
- b. Glenn Ellingsberg also stated that the Board should determine the meeting dates for 2018.

MOTION: PASSED

Bob Clarke moved and seconded by Brad Nudell that the Board Meetings continue to be held on the third Wednesday of each month. **On roll call vote, the motion carried unanimously with John Lund and Elton Solseng absent.**

- c. Bob and Leaha Clarke asked if the board would approve the loan of Steiger Tractors to WMSTR at Rollag from approximately September 28 to August 8th to prepare the tractors for the event and to return the tractors to Bonanzaville.

MOTION: PASSED

Bob Clarke moved and seconded by Leaha Clarke that Bonanzaville loan at least two of our Steiger Tractors to the WMSTR at Rollag from August 28 to September 8th, 2018. **Motion passed unanimously on Voice Vote.**

- d. Brenda Warren requested that the board approve two checks over \$2000.00 for payment.

MOTION: PASSED

Tom Kenville moved and seconded by Leaha Clarke that invoice from GTL Management in the amount of \$3,141.00 and the invoice from Eide Bailly in the amount of \$3200.00 be paid.

On Voice Vote, the motion carried unanimously with John Lund and Elton Solseng absent.

Motion was made to adjourn, **Motion Passed on a Voice Vote.**

Vice President Jonathan Haux adjourned the regular meeting.

Glenn Ellingsberg
Secretary

Jonathan Haux
Vice President