

**Cass County, ND, Historical Society- Board Meeting Minutes  
1/18/2023**

**Call to Order** - President Kristen Fellows called the meeting to order at 5:34 p.m.

**Roll Call** - Kristen Fellows, Brock Tallackson, Dan Suckert, Shane Cullen, Bill Erickson, Laura Maeyaert, Jonathan Haux, Angela Smith, with Dave Groven and Tom Kenville by phone. Also in attendance Beth Jansen Executive Director and Brad Steadman, accountant.

Not present: Brad Nudell, Kent Lindemann

**Agenda Approval** – Agenda reviewed. Laura motioned to accept, Dan seconded. Passed unanimously.

**Consent Agenda** – Consent Agenda reviewed/ discussed. Bill motioned to accept, Jonathon seconded. Passed unanimously.

**President’s Report:**

Notes board should prepare to volunteer and give for Giving Hearts Day— week Long Programs including dinner at the Flying Pig, Breakfast at Randy’s 2 in West Fargo, Work out at Planet Fitness and lunch on February 9 businesses will donate back portions of proceeds to Bonanzaville on 2-9-23.

**Finance Committee Report:**

Brad explained the report for January is a soft close because we don’t have all the info for year-end yet. Finances broke-even for the year. Investment accounts took a hit for the year (as they did for everyone who has money in the stockmarket), but everything else looks good for the year compared to budget.

**Collections Committee Report**

Nothing to report. The committee meets quarterly.

**Grounds Committee**

Nothing to report.

**Volunteer Committee**

Nothing to report.

**Safety Committee**

Nothing to report.

**Fundraising Committee**

Nothing to report.

### **Old Business**

Kent reported to Beth that he and his workers are working on Arthur Town Hall over the next couple of weeks. The window sizes will go back to the size they were before the stained glass was installed. Will not be finished until spring, but they are actively working on it.

### **New Business**

Assessment / New strategic plan

Beth has a goal of revamping strategic plan with a major focus on collections. This direction was suggested by the museum assessment report. Shane and Angela both volunteered to serve.

Created a nominating task force: Brock, Laura, Bill Shane, Dan

Tom Kenville goes off the board in April.

Angela and Kristen will rotate through their first three-year terms. Jonathon has one more year.

Need between 2 and 4 new board members—Kristen and Angela need to decide if they will rerun.

Steps for individuals interested in serving on the board:

1. Share personal experience and information with potential board members
2. Nominees fill out a form online
3. The board votes on the nominee
4. Then the membership votes on individual at the annual meeting

By Laws task force: Shane, Kristen, Jonathon

Work on language for task force vs. committees

Strike committees and change to task forces in the minutes.

**Motion to Adjourn:** 6:11 pm Jonathon motioned to adjourn Second by Brock Approved unanimously.

**Cass County, ND Historical Society**  
Minutes for the February 15<sup>th</sup>, 2023, Regular Board Meeting

**Call to Order** - President Kristen Fellows called the meeting to order at 5:30 p.m.

**Roll Call** - Kristen Fellows, Brock Tallackson, Dan Suckert, Shane Cullen, Bill Erickson, Laura Maeyaert, Angela Smith, Kent Lindemann, Brad Nudell. Also in attendance Beth Jansen, Executive Director, and Brad Steadman accountant.

Absent: Jonathan Haux, Dave Groven, Tom Kenville

**Agenda Approval** – Laura Maeyaert motioned to approve agenda as written, second by Dan Suckert, approved unanimously.

**Consent Agenda** – Shane Cullen motioned to approve the consent agenda, Second by Laura Maeyaert, approved unanimously.

**President’s Report:**

President, Kristen Fellows reminded everyone that the next meeting is the last meeting where the board can approve what goes before the full organization in April. It is important that new board members’ nominations and by-laws be approved during that meeting.

**Finance Committee Report:**

Interest returns have gone up during the last period. The county allocation came in during January. Cash and CDs give the organization over \$900,000. Investments have gone up moderately. Overall looks good—though there is little going on.

**Collections Committee Report**

Nothing to report.

**Grounds Committee**

Nothing to report.

**Volunteer Committee**

Nothing to report.

**Safety Committee**

Nothing to report.

### **Nominating Task Force**

Note: Need 2 new board members.

### **Bylaws Committee**

The board approved a bylaw change last year that will go out to the organization before the annual meeting. The committee asked the board to review by-laws to see if other changes are needed so they can be voted on during the March meeting.

### **Fundraising Committee**

Nothing to report.

### **Old Business**

Arthur Town Hall: The big room has been gutted and is ready for the next stage. We need an architect to figure out the new window sizes so new windows can be installed.

Strategic Plan: there are four strategic priorities outlined by Beth. The plan will be a 5-year plan with the goal to implement by the summer 2023.

### **New Business**

Annual Meeting: Scheduled for April 19. Plan to use the same format as last year. March meeting needs to have by-law changes and nominations submitted. There will be a meal provided for members at the meeting. Beth plans to invite all mayors and commissioners, fairground management, donors, etc. Make sure all board members are members so they can vote. Evening schedule: Start: 5:30 social; 6:00 food; 6:30 meeting; Board meeting after annual meeting to elect new officers. Beth solicited ideas about who else should be invited. Brad Nudell suggested that we have posters of buildings with opportunities to donate to their support. Other ideas for fundraising at the annual meeting were also discussed.

Angela shared information about an oral history project she is planning for Cass County Historical Society. More details to come.

**Motion to Adjourn** Laura Maeyaert Second by Dan Suckert at 6:33 p.m. Approved unanimously.

**Cass County, ND, Historical Society- Board Meeting  
3/15/2023**

**Call to Order** – Kristen Fellows called the meeting to order at 5:30 p.m.

**Roll Call** – Kristen Fellows, Brock Tallakson, Shane Cullen, Bill Erickson, Kent Lindemann, Jonathan Haux, Dave Groven, and Tom Kenville

Absent- Dan Suckert, Brad Nudell, Angela Smith, and Laura Maeyaert.

Also in attendance Beth Jansen, Executive Director, and Brad Stedman, CPA.

**Agenda Approval** – Jonathan motioned to approve the agenda as written, second by Bill Erickson, approved unanimously.

**Consent Agenda** – Shane Cullen motioned to approve the consent agenda, second by Jonathan Haux, passed unanimously.

**President’s Report:** President, Kristen Fellows reminded the board that next month is the annual meeting and board members are expected to attend.

**Finance Committee Report-** Nothing to report.

**Collections Committee Report-** Nothing to report.

**Grounds Committee-** Nothing to report.

**Volunteer Committee-**Nothing to report.

**Safety Committee-** Nothing to report.

**Fundraising Committee-** Nothing to report

**Old Business-** No old business was discussed at this meeting.

**New Business-** As a board, we discussed adding specific changes/adjustments to add to the bylaws that will be voted on at the annual meeting in 2023.

1.)The date the annual meeting is held in future years. We discussed adjusting the date to the first Wednesday in April beginning on April 3<sup>rd</sup>, 2024 as well as adding an additional Board of Directors Meeting on the third Wednesday of April to coincide with the current schedule the Board of Directors meets.

2.) The adoption of a conflict of interest policy(Article V) to protect the organization against real or perceived threats of favoritism in the execution of substantial contracts with vendors.

- 3.) Updating of meeting attendance options to keep up with technological advances.
- 4.) Clarification and consistency of meeting quorum requirements.
- 5.) Changes to artifact removal consistent with collection policies and procedures.
- 6.) Simplification to prevent redundancy of wording in the bylaws.
- 7.) A more readable and updated format.

A motion was made by Jonathan Haux to approve bylaws as amended, striking Article 1, Section 9 as presented. The motion was seconded by Shane Cullen and passed unanimously.

We then discussed the new board of director candidates. The candidates included Mike Nobis, Angela Smith, and Nicole Rygh.

Jonathan Haux motioned to approve the candidates as presented. Brock Tallakson seconded the motion and the motion passed unanimously.

**Motion to Adjourn:** A motion to adjourn was made by Kent Lindemann, seconded by Jonathan Haux. The motion to adjourn was passed unanimously at 6:55.

**Cass County, ND, Historical Society- Annual Meeting  
Board Meeting to elect new officers.  
April 19, 2023, Following annual Membership Meeting**

Call to order: President Kristen Fellows @ 7:35.

Jonathon Haux opened up the floor for nominations:  
Laura moved for unanimous consent to nominate the same slate of officers.

Kristen Fellows, President  
Jonathon Haux, VP  
Angela Smith, Secretary  
Brock Tallackson, Treasurer

Unanimous approval

Approval of meeting times (insert meeting times)  
Motion to approve: Dave. Second: Brock  
Unanimous approval

Move to adjourn, 7:45.  
Dave Grovin  
Brock Tallackson  
Unanimous approval

**Cass County, ND, Historical Society- Board Meeting  
May 17, 2023  
Bonanzaville Board Room**

**Call to Order** -5:32 President Kristen Fellows

**Roll Call** - Nicole Raye, Kristen Fellows (via teams), Brock Tallackson, Shane Cullen, Bill Erickson, Laura Maeyaert, Jonathan Haux, Angela Smith, Kent Lindemann, Brad Nudell, Dave Groven. Also, in attendance Dave Hubin and Brad Stedman

Absent: Dan Suckert and Mike Nobis

**Agenda Approval** – Agenda reviewed. Shane motioned to accept, Brock second, passed unanimously.

**Consent Agenda** – Consent Agenda reviewed/ discussed. Jonathan motioned to accept, Shane second. passed unanimously.

**President's Report:**

Welcomed new members. Shared that a board orientation will be scheduled soon. Reported that the new exhibit about Wesley College opening a successful opening.

**Finance Committee Report:** Brad Steadman. Noted that there has not been a lot of activity. Everything is under budget because it is early in the season.

**Collections Committee**

Nothing to report (the committee meets quarterly)

**Grounds Committee**

Nothing to report.

**Volunteer Committee**

nothing to report.

**Safety Committee**

Nothing to report.

**Fundraising**

Nothing to report.

**Old Business**

Kent L.: Arthur Town Hall is currently static and waiting for architectural information. Kent needs decisions about additions from architect. Kent will email drawings to the board.



Carriage Building update: Kent has removed part of the roof and shipping containers have been added for temporary storage. The goal is to get the building down and out of sight. Carriages were dry under the tin. The team is working on tearing the building down and cleaning the area for safety. A question was posed: Does insurance cover this?

J. Haux reported that the organization got a new lawnmower as part of a grant from Bobcat.

Discussed potential collaboration with Red River Zoo.

## **New Business**

### **Financial Audit**

Brad Stedman went through the letter from the auditor and addressed the questions raised by the auditors. Right to lease and asset and liability. These will be squared up at year end. This is a new rule this year. We are pretty much on track and the auditors note a few minor issues to correct.

Board Approval for PTO (Paid Time Off) rollover proposal:

Laura made a motion to move the discussion to next month because Beth was not there to answer questions. Brock seconded the motion. Unanimous approval.

Planned giving proposal. Brock suggested there is room to develop our planned giving program. The first step would be to provide a free workshop for planned giving. This could pave a way to more planned giving from the membership.

### **Motion to Adjourn**

Angela S. motioned. Seconded by Laura M. at 6:17 p.m. Approved unanimously.

**June 21, 2023**  
**Cass County, ND, Historical Society- Board Meeting**

**Call to Order** -5:32 President Kristen Fellows

**Roll Call** - Nicole Raye, Kristen Fellows, Brock Tallackson, Shane Cullen, Bill Erickson, Laura Maeyaert (teams), Jonathan Haux, Angela Smith, Kent Lindemann, Dan Suckert, Dave Groven, Mike Nobis. Also in attendance Beth Jansen and Brad Stedman

Absent: Brad Nudell

**Agenda Approval** – Agenda reviewed. Add Prolog discussion Angela / Shane motioned to accept, Shane second, passed unanimously.

**Consent Agenda** – Consent Agenda reviewed/ discussed as needed. Bill motioned to accept, Dan seconded. Passed unanimously.

**President's Report**

- Curator has been collaborating with NDSU and Dr. Fellows at 4E winery archeological dig into regional agricultural history.
- First Responder event was discussed and President Fellows noted the resolution that the executive committee negotiated. Event will continue as it has been for this year, but the volunteer committee will plan it and rent Bonazaville as a venue in the future. We learned from the issues these women raised. In the future, we will have a collaborative contract with the partner entity. We will also keep better accounting records for each of the events so we have a sense of cost and accountability. Another thing that came out of this is the need for a grievance policy. We now have a new policy that was discussed later in the meeting.
- Congratulations to Beth for landing the big grant for Arthur Town Hall!

**Finance Committee Report:**

Brad Stedman noted that there is not much to report. Not a lot of activity. A little more outflow than inflow, but it is expected this early in the season. Continue rolling the investments. IDOL Loans are now coming out. We did not have that payment last year. Salaries are up because David Hubin and Tyler were not around last year. Planned expenditures had to be used up in the first part of the year—which makes cash balance down.

**Collections Committee**

Nothing to report. The committee meets quarterly.

**Grounds Committee**

Nothing to report

**Volunteer Committee**

Nothing to report

**Safety Committee**

Nothing to report

**Fundraising**

Nothing to report

**Old Business**

Arthur Town Hall- Kent and Beth noted we are waiting on the architect to come back with plans and budget. It is an active project and should be delivered soon. Kent believes we need to expand the space. Beth has argued we need to see the cost before we decide.

Carriage Building- Kent took off the roof and covered everything. The cost to separate from Dawson cost more. They lifted the wall and lifted it forward. All building is insured for 1.2 million. They separate them down. The insurance will cover

Dawson Hall-12-25 thousand a year is the return on investment. Dawson will stay up for one more season and the insurance money from the carriage building to tear it down next season. Harwood Prairie Players will pay to use Dawson over the next year.

### **New Business**

- Strategic Plan Goal #1 Review: Beth shared a document with her goals and discussed her measured approach to growing capacity.
- Grievance Policy: Beth developed a grievance policy. We talked about the board officers being the first group to deal with the grievance, and the president serves as the tie breaker. Beth will update the policy and bring it back to the board in July.
- Beth developed a work order form for Tyler that she shared with the board.
- Jonathon reported that the Carriage House roof collapse left horse materials (bridles, saddles, etc) without a storage area. Most of the artifacts were not accessioned. The ones that were damaged and unaccessioned were donated to the Fort Ransom SodBusters.
- Jonathan also reported that Rollog (Bob Clark) wants to borrow the Huie Helicopter and ambulance station wagon that would be transported by truck to Rollog. A form needs to be submitted to David and Beth for approval.

### **Motion to Adjourn**

Jonathon, Seconded Dan

Time: 7:02. Approved unanimously.

**July 19, 2023**

**Cass County, ND, Historical Society- Board Meeting**

**Call to Order** -5:33 President Kristen Fellows

**Roll Call** - Jonathan Haux, Laura Maeyaert, Kent Lindemann, Shane Cullen, Nicole Rygh, Mike Nobis, Angela Smith (via conference call) David Groven. Also, in attendance Beth Jansen and Brad Stedman

Absent: Brad Nudell, Dan Suckert, Bill Erickson, Brock Tallakson

**Agenda Approval** – Agenda reviewed. Add Prolog discussion motioned made to accept, and second, passed unanimously.

**Consent Agenda** – Consent Agenda reviewed/ discussed as needed. A motion was made to accept motioned to accept, seconded. Passed unanimously.

**President's Report**

Brief discussion on recent 4<sup>th</sup> of July event and board volunteerism.

**Finance Committee Report:**

Brad Stedman noted that there is not much to report. Lines are sitting were anticipated at this time.

**Collections Committee**

Nothing to report. This meeting is behind this quarter due to the business of staff etc.

**Grounds Committee**

Architect hired by Ed for design, Kent noted the roof needs within the village.

**Volunteer Committee**

Nothing to report.

**Safety Committee**

Nothing to report.

**Fundraising**

Nothing to report.

**Old Business**

Greivenace policy change made from initial presentation. Short discussion on grievances. Motion made to approve new grievance policy, seconded and unanimously approved.

**New Business**

- Strategic Plan- Board is asked to take the next month to review, and submit any further ideas or needs to Beth, with hopes of approval at August board meeting.
- DAR will be providing a pancake breakfast for the pioneer days event at the end of august and it is expected that all board members will assist in preparation, planning, or serving.

**Motion to Adjourn**

Seconded

Time: 6:32. Approved unanimously.

**August 16, 2023 Bonanzaville minutes  
Cass County, ND, Historical Society- Board Meeting**

**Call to Order** -5:31 by Vice-President, Jonathon Haux

**Roll Call** - Nicole Raye, Brock Tallackson, Bill Erickson, Laura Maeyaert, Jonathan Haux, Angela Smith, Kent Lindemann, Dan Suckert, Dave Groven, and Mike Nobis called in. Also, in attendance Beth Jansen and Brad Stedman

Absent: Kristen Fellows, Shane Cullen,

**Agenda Approval** – Agenda reviewed. Bill Erickson, Laura Maeyaert second, unanimous pass.

**Consent Agenda** – Consent Agenda reviewed/ discussed as needed. Brock motioned to accept, and Bill Erickson seconded. Passed unanimously.

**President's Report**

- No president's report.

**Finance Committee Report:**

Brad Stedman noted cash is up about \$12,000. Utilities will be over budget and salaries are up because of the curator position. On the 4th of July, we made about \$42,000 net after expenses. Approximately 6000 people attended. The fairgrounds will own the 4th event after next year for three years because the fair will be open on the weekend during the 4th. The fair will be open for three consecutive weekends, which is why they will own the 4th for those years.

**Collections Committee**

Angela Smith reported the results of the quarterly meeting last week.

**Grounds Committee**

Dave Groven: The Hunter Times is rotten to the ground. The windows have been removed and the front will need to be rebuilt. The floor and roof have been fixed. "There is a sea of rot out there." —Dave

**Volunteer Committee**

Nothing to report

**Safety Committee**

Brad Nudel notes that we cannot have children riding on tractors. It is a safety issue. We need more space for the parade units on the turn onto the main street in the village. Candy should not be thrown from cars or tractors because of the risk to children running to pick them up.

Note: We have a bio-hazard kit available in the janitor's closet for issues with events.

**Fundraising**

Nothing to report.

**Old Business**

Arthur Town Hall- We have the information from the architect, HVAC, and electrician. The total cost is \$923,903 right now—with two 20x30 additions. \$47,000 has already been spent. Total other funding needed: \$523,000.

ND Tourist development grant application: Develop green space where the carriage building was. We are applying for 1.3 million. (Beth put the spreadsheet on the projector) with the cost for a teardown of the carriage building and Dawson Hall. With these two options: 1.9 million.

Beth wants suggestions for how the board wants to approach the grant. We discussed the approach.

Stage 1—playground, picnic pavilion, and Arthur Town Hall for the Commerce Grant and insurance money.

Fund Author no matter what through insurance money and  
We will approve the insurance match will go toward Arthur

Motion: Go through with Arthur no matter what (we will use insurance money). Write grant for green space, finish Arthur, and a picnic shelter.

Laura made a motion, Dan seconded.

Tabled motion to wait for more information.

### **New Business**

Strategic Plan final review approved. Brad made a motion to accept the strategic plan; Dan Suckert seconded. Unanimous approval.

### **Motion to Adjourn**

Angela , Seconded by Brad Nudell. Approved unanimously.  
Time 7:05 pm

**September 20, 2023, Bonanzaville minutes  
Cass County, ND, Historical Society- Board Meeting**

**Call to Order** -5:35 by Board President Kristen Fellows

**Roll Call** - Nicole Raye, Bill Erickson, Laura Maeyaert, Jonathan Haux, Angela Smith, Kent Lindemann, Dan Suckert, Brad Nudell, and Mike Nobis. Also, in attendance Beth Jansen and Brad Stedman.

Absent: Brock Tallackson, Jonathan Haux, Shane Cullen

**Agenda Approval** – Agenda reviewed. Laura moved to approve, and Dan seconded. Unanimous approval.

**Consent Agenda** – Consent Agenda reviewed/ discussed as needed. Bill motioned to accept and was seconded by Nicole. Passed unanimously.

**President's Report**

Successful onboarding of new board members. Noted how collections are challenging and why the board needs to understand what we collect and why. Thanks to Dave and Beth for leading the new board member initiation. Thanks to those who helped with the Pancake Breakfast during Pioneer Days. Suggest that we need a volunteer coordinator from the board who will help organize event volunteers. We want volunteers to have something to do when they volunteer.

**Finance Committee Report:**

Cash is still looking good. Not much change from last month.

**Collections Committee**

Nothing to report. The committee meets quarterly.

**Grounds Committee**

Nothing to report.

**Volunteer Committee**

Nothing to report.

**Safety Committee**

Nothing to report.

**Fundraising**

Nothing to report.

**Old Business**

Arthur Town Hall update

Beth had the architect slim down the bid's scope by eliminating the plan's storage area. It brought the price down \$300,000. We are in a holding pattern right now. The state commerce grant will be announced on November 1.

Carriage Building update/Insurance.

The insurance company is paying \$152,589. Beth let the board know the numbers and plans to accept the settlement proposal. The check will be cut soon.

### **New Business**

Volunteer Appreciation Meal: November 15. The board meeting will be at 5 p.m., and the meeting will be followed by the Volunteer Dinner at 6 p.m.

Finance Meeting Schedule

A proposal is made to meet on even months on the same day as board members from 4:30-5:30. This is a change from doing this monthly. Brad Stedman will continue to give the board a monthly report. Brad made the motion. Dan seconded. Unanimous approval.

### **Motion to Adjourn**

Angela motioned to adjourn. Brad seconded—unanimous approval.

6:17 pm



**October 18, 2023, Bonanzaville minutes  
Cass County, ND, Historical Society- Board Meeting**

**Call to Order** -5:35 by Board President Kristen Fellows

**Roll Call** - Dan Suckert, Bill Erickson, Laura Maeyaert, Kristen Fellows, Jonathan Haux, Brock Tallakson, Shane Cullen, Nicole Rygh, David Groven, Beth Jansen and Brad Stedman (Staff)

Absent: Brad Nudell, Kent Lindeman, Angela Smith, Mike Nobis

**Agenda Approval** – Agenda reviewed and amended with guest presentation removed. Laura moved to approve, and Bill seconded. Unanimous approval.

**Consent Agenda** – Consent Agenda reviewed/ discussed as needed. Shane motioned to accept and was seconded by Jonathan. Passed unanimously.

**President's Report**

No report

**Finance Committee Report:**

Cash is still looking good. Not much change from last month.

**Collections Committee**

Nothing to report. The committee meets quarterly.

**Grounds Committee**

Nothing to report.

**Volunteer Committee**

Nothing to report.

**Safety Committee**

Nothing to report.

**Fundraising**

Nothing to report.

**Old Business**

Arthur Town Hall update

Contingency options laid out in executive directors' report for Arthur Town Hall and Carriage Building/Dawson large projects discussed with board consensus that these decisions fall under operations and the purview of the Executive Director.

Carriage Building update/Insurance.

The insurance company check has been received.

The volunteer meal begins at 6 pm with the board meeting at 5 pm.

### **New Business**

2024 budget was presented and discussed. Bill motioned to approve the 2024 annual budget as written, Jonathan seconded, Passed unanimously.

Changes to accounting policy were discussed. Laura motioned to change the amount of allowable cash on site from \$500 to \$1300 within the policy, Brock seconded, Passed unanimously.

Corporate Membership prices were discussed. Shane motioned to approve the addition of corporate memberships at a cost of \$1000, \$1500, and \$2500 dependent n employees, Dan seconded. Passed unanimously.

2022 990 was reviewed and questions answered as needed.

### **Motion to Adjourn**

Motioned to adjourn was made at 6:37 pm and seconded— Passed unanimously.

## **November 15, 2023, Bonanzaville, Cass County, ND, Historical Society- Board Meeting Minutes**

**Call to Order** -5:03 by Board President Kristen Fellows

**Roll Call** – Kristen Fellows, Nicole Rygh, Bill Erickson, Laura Maeyaert, Jonathan Haux, Angela Smith, Kent Lindemann, Dave Groven. Brad Nudell, Mike Nobis, Shane Cullen, Dan Suckert. Also in attendance staff: Beth Jansen.

Absent: Brock Tallackson

**Agenda Approval** – Agenda reviewed. Laura M. moved to approve, and Nicole R. seconded. Unanimous approval.

**Consent Agenda** – Consent Agenda reviewed/ discussed. Jonathon H. moved to accept; Bill E. seconded. Unanimous approval.

### **President's Report**

We did not get the big state tourism grant, but President Fellows commended the team on their work. She also noted that there was not a single grant to a Fargo organization and notes that the application was a lot of work.

### **Finance Committee Report:**

Beth explained how the liquor expenses and revenue were tracked in the budget as they were not originally allocated to lines when the budget was created. Brad Stedman was not present. We are \$28,000 over budget in expenses to date, but this number will probably balance out at the end of the year.

### **Collections Committee**

Nothing to report.

### **Grounds Committee**

Hunter Times floor is sinking, and Dave reported it is in bad shape. There is more work to do on that building. Kent worked on updates for winter.

### **Volunteer Committee**

The volunteer appreciation dinner is tonight at 6. The board is serving and helping clean up.

### **Safety Committee**

Nothing to report.

### **Fundraising**

Nothing to report.

### **Old Business**

Project updates: Kent L. suggested we decide how to move forward on Dawson. Arthur Town Hall will be going forward with the smaller addition. Beth raised the issue that she wants Kent to help with the subcontracting, but this could create a conflict of interest and she would like approval of the board before moving forward. The project is large and complicated. Kent will be the contractor and subcontractor on this project. He will be collaborating with the architect, Rich. He will also work on the concrete.

Motion: The board permits Beth to hire Kent Lindemann as the general contractor to complete the Arthur Town Hall Project, acknowledging that it is a conflict of interest because he is a board member. Kent will sign a conflict-of-interest document. Beth will adhere to standard Bonanzaville accounting policies to the best of her abilities. Motion made by Laura. Seconded by Brad Nudell. The motion passed unanimously.

### **New Business**

No new business

Steiger #1 got new tires because Kent L. pitched it to CASE and Case bought the \$6800 tires for the tractor.

### **Motion to Adjourn**

Brad N. made the motion adjourn, Dan seconded, unanimously approved at 5:55pm.

2

## **December 20th, 2023, Bonanzaville, Cass County, ND, Historical Society- Board Meeting Minutes**

**Call to Order** -5:05 by Board Vice President Jonathan Haux

**Roll Call** – Kristen Fellows, Nicole Rygh, Bill Erickson, Jonathan Haux, Kent Lindemann, David Groven. Shane Cullen, Brock Tallackson. Also in attendance staff: Beth Jansen and Brad Stedman.

Absent: Brad Nudell, Dan Suckert, Laura Maeyaert, Angela Smith, Mike Nobis

**Agenda Approval** – Agenda reviewed, Shane C. moved to approve and Brock T. seconded. Unanimous approval.

**Consent Agenda** – Consent Agenda reviewed/ discussed. Bill E. moved to accept; David G. seconded. Unanimous approval.

### **President's Report**

President Fellows commended the team on their work and a successful 2023 with the old adage "Atta Boys and Girls"!

### **Finance Committee Report:**

Brad briefed board on current financial position and what he would expect to occur for year end, noting we are in a positive position for year end.

### **Collections Committee**

Nothing to report.

### **Grounds Committee**

No updates over last month.

### **Volunteer Committee**

The volunteer appreciation dinner went well after last month's board meeting, kudo's to Megean on her preparation in Beth's absence. David G. did note a disconnect between board members and volunteers and the board discussed ways to alleviate this including using sign up genius and adding a board member to each volunteer area for events ect..

### **Safety Committee**

Nothing to report.

### **Fundraising**

Nothing to report.

### **Old Business**

Moving forward on Arthur is slow due to the time of the year and odd weather patterns but will get moving as contractors are freed up in the winter/spring.

## **New Business**

**Annual Employee incentive plan:** Beth requests a consideration from the board of directors to look at projected yearend financials and taking into account the organizations positive position and successful 2023 allocate \$6800 for 2.5 % of income based bonuses for all permanent staff members both full and part time. A discussion occurred and a motion was made. Shane C motioned the organization give 2.5% of each permanent employee's last 12 month salary as a 2023 yearend bonus to said employee not exceeding \$6800 combined total on the last paycheck of 2023. Bill seconded, Unanimous approval.

**Member Recruitment:** Beth requested each board member identify their contacts for membership and other campaigns going forward and handed out a worksheet for doing so, as preparation or next month's meeting.

**Annual Policy/Plan review:** half the organization's policies were sent out with meeting documentation and the remainder will be addressed in January for annual review. No action needed at this time.

## **Motion to Adjourn**

Bill E. made the motion adjourn, David G. seconded, unanimously approved at 6:12 pm.

?