

Collect. Preserve. Educate.
The Campbell County Rockpile Museum tells the story of the Powder River Basin.

**Minutes of the CCRM Board of Directors Regular Meeting
August 20, 2019**

Rockpile Museum, 6:00 p.m.

A. Call to Order and Introductions

The meeting was called to order at 6:00 p.m. by John Daly, presiding officer.

Present: Museum Board Members: John Daly, Tami Bishop, Rita Cossitt Mueller, Bill Monahan, and Lalia Jagers

Museum Staff: Director Robert Henning and Museum Educator Stephan Zacharias

Absent: none

Guests: Tom Butler, Lisa Marquiss

History moments: Rita: more on the Wyoming capitol bldg in Cheyenne
John: Daly family's journey to Campbell County via Oregon & Canada
Tami: country schools/ Margaret Bowden
Stephen: none
Robert: county sheriff race in 1916 T. Tate vs Roy Hardy
Bill: his home build in 1930s
Lalia: Fox Mortuary records and Howard Adams
Lisa: none
Tom: WWII Scrap Iron Commandos and paper drives in county

B. Approval of Agenda

Board reviewed agenda and John Daly called for changes or corrections. No changes or additional items were presented, and the board approved the agenda by unanimous consent.

C. Consent Agenda

The following consent agenda was presented:

Approval of Minutes

July 16, 2019 Regular Monthly Board Meeting Minutes

Expense Report

As of August 16th, there are 7 purchase orders from the regular budget to be approved and paid totaling \$1,696.17. There are at least 23 outstanding receipts from the general museum accounts and 1% accounts including First National Bank Visa, Walmart, and Black Hills Energy that will need board approval following the meeting.

The August 2019 vouchers are as follows:

Vista Leasing Company	\$98.00
Mountain Plains Museum Association	\$300.00
Shoshone Distributing	\$221.00
City of Gillette	\$712.05
Henning Mileage Reimbursement	\$41.12
Campbell County Chamber of Commerce	\$129.00
Coca Cola Bottling High Country	\$195.00
Joyce V. Jefferson	\$663.56

We requested a Hand Warrant from the Commissioners for Joyce V. Jefferson as we needed the check to pay her for her performances on August 31st.

For the month of July, there were 23 vouchers from our regular accounts totaling \$7,059.83 and 2 vouchers from the 1% accounts totaling \$105.86.

John Daly signed the following vouchers after the regular July meeting:

<u>FISCAL YEAR 18-19</u>	
First National Bank VISA	\$682.38
Black Hills Energy	\$30.46
Walmart	\$184.54
First National Bank Visa - 1% Youth	\$86.95
Walmart - 1% Youth	\$18.91
<u>FISCAL YEAR 19-20</u>	
True West Publishing Inc.	\$600.00
Campbell County Chamber of Commerce	\$50.00
Vista Leasing Company, Inc.	\$98.00
Tommie M Butler	\$63.00

Tami Bishop signed the following vouchers after the regular July meeting:

<u>FISCAL YEAR 19-20</u>	
First National Bank Visa	\$1,415.97
Campbell County Cattlewomen	\$90.00
Shoshone Distributing Co. Inc.	\$172.00
Dickeys BBQ	\$72.45

BUDGET VARIANCE for FY19-20 as of August 16, 2019

John Daly asked the board if they wished for any items to be removed from the consent agenda. No items were requested removed. Tami Bishop moved to approve all items of the consent agenda as presented; Lalia Jagers seconded the motion; motion approved unanimously.

D. Museum District Petition Update – Tom Butler

DISCUSSION: Tom Butler passed around petition forms and an information letter. Petitions can be signed starting Sept. 4 and are good for six months. They have to be filed for inclusion on the ballot by Mar. 4. After discussion John Daly asked for a new motion reflecting the new board to support Tom's efforts. Rita Cossitt Mueller moved that the museum board support the drive to form a museum district. Bill Monahan seconded. Motion carried.

E. Collections

I. Collections Department Update

DISCUSSION: Robert Henning would like interns to be challenged more so more could get accomplished. He would also like to use grad students instead of undergrads. Lisa Marquiss stated that the RMA will be sponsoring two interns next summer. The plan is to have one in collections and one in education. There was general discussion about the work/study program with Gillette College. Currently there is one position available with collections.

F. Museum Program/Exhibit Report

- I. Visitation Report –There is a printed report in each packet. We served **1,562** guests in July which was down 978 or 38.5% from last July. Most of the decrease is due to not having a big July event like last year's Homestead Heritage Festival, but some is also due to slow regular visitation as well. Generally, this summer tourist season has been slow. We have picked up a few more bus tours due to the mine tour closures, but it hasn't been enough to make up for the decrease in regular visitation. For the year, we are down 304 visitors at a total of **8,970** guests. We should pick back up in August in large part due to the PGI convention where we had over 400 guests in a week.

DISCUSSION: Robert Henning said the numbers for PGI week is actually closer to around 550 once the number were updated.

II. Education Report

DISCUSSION: Stephen Zacharias and Robert Henning gave a brief update on Black & Yellow theatre on Saturdays, Archeology Fair on Sept 28, end of Dear Folks exhibit, WWII meeting.

III. Schedule

August 24 – Outreach to Ranch Roundup at Galloway Ranch
August 27 and 28: Robert to Peregrine Leadership

August 28 – Denmark FAM Tour (Stephan)
August 28 – September 6: Robert to Honduras for Mission Trip
August 29 – RMA Dance Committee Meeting,
August 31 – Joyce Jefferson as “Mahogany Lou” Marchbanks, 11:00 & 2:00
Sep. 2 – Museum OPEN on Labor Day
Sep. 9-Oct.11 – Fall Pioneer School
Sep. 6 – Coffee with the RMA President, 7:00 a.m. to 10:00 a.m.
Sep. 17 – CCRM Board and Quarterly Meeting with Commissioners, 6:00 p.m.
Sep. 19 – RMA Board Meeting, 2:30 p.m.
Sep. 21 – Final day for *Dear Folks: Letters Home from WWII* exhibit
Sep. 21 – Smithsonian Museum Day, Special Programming at 11:00 & 2:00
Sep. 22-25 – MPMA Conference in Albuquerque, New Mexico
Sep. 28 – 1st Annual Northeast Wyoming Archaeology Fair
October 13 – RMA Presents “The American Songster” Dom Flemons presenting

DISCUSSION: Volunteers needed for all events and board members encouraged to attend programs whenever possible.

G. Old Business

I. Licensing Agreement with Barb Anderson

DISCUSSION: John Daly questioned the legality of signing a contract for ten years as a board as that commits future boards. He will contact the county attorney. Tami Bishop moved to table the above contract until the Sept. meeting. Lalia Jagers seconded. Motion passed. All are encouraged to review the contract for further questions.

II. Letter to Commissioners

DISCUSSION: All board members signed the letter which will be sent out. The Sept 17th meeting is in conjunction with the commissioners so the letter will be put on the agenda.

III. Broadus Museum Trip

DISCUSSION: Rita Cossitt Mueller will contact the museum and attempt to set up a visit Sept. 10 or 11th.

H. New Business

I. FY18-19 Annual Report

DISCUSSION: none

II. Chamber of Commerce Key Service Award Nomination

DISCUSSION: The Rockpile Museum has been nominated and Robert Henning is in the process of completing the questionnaire.

III. County Communications Memo

DISCUSSION: Robert Henning shared the memo with the board members as the county does not do so.

IV. Social Media Delegation

DISCUSSION: Stephen Zacharias and Cara Reeves are approved to handle the social media aspects of the museum.

V. Delegation of Authority During Director's Absence

DISCUSSION: Angela Beenken is designated second in command in the absence of Robert Henning.

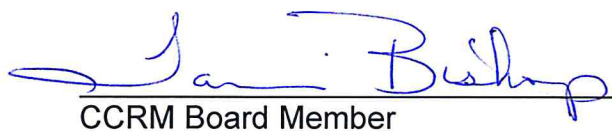
- I. **General Discussion:** *Lalia Jagers stated that her correct phone number is 660-7272.
*John Daly suggested that identifying signs be placed on all the landscaping plants outside the museum.
* Lalia Jagers wondered about name tags to be worn at museum events. Robert Henning will get tags ordered for her and Bill Monahan.
* Some discussion followed on possibly changing the name of the museum to better reflect our purpose and avoid the perception that we are a geology museum. This discussion will be continued at the Sept meeting.

J. Adjourn

There being no further business President John Daly adjourned the meeting at 7:15p.m.

The next regular board meeting and quarterly meeting with the Commissioners will be on **September 17th** with dinner at 5:30 p.m. and meeting beginning at 6:00 p.m.

August 20, 2019 Board Meeting Minutes submitted by Secretary Rita Cossitt Mueller.



CCRM Board Member

9-17, 2019
Date



CCRM Board Member

09-17-19
Date
