



Minutes
Siouxland Heritage Museums
Board Meeting
Thursday, March 6, 2014
Law Library, Old Courthouse Museum

Present: Virgil Andersen, Jeff Barth, Ron Helwig, Bob Kolbe, Arthur Kriens, Dianne Metli, Roger Terveen
Bill Hoskins, Doug Brockhouse, Michael Bender

Absent: Marty DeWitt, Mike MacDonald, Michelle Erpenbach, Mike Mullin

Virgil Andersen called the meeting to order at 11:33 AM.

The Minutes of the February Board Meeting were approved as published.

Public Input: Bill Hoskins passed around notes of thanks from members of the public to the Museum Staff.

Reports:

Dianne Metli, Alliance Board President, delivered the report of the Siouxland Heritage Museums Alliance. She reported on upcoming Alliance events including the Pettigrew Birthday Party July 24, 2014 and on the Volunteer Banquet on April 10.

Bill Hoskins reviewed the Financial Report which was sent electronically to Museum Board Members. Bill reviewed the 2013 Budget reconciliation provided by the Auditor's Office of un-expended funds returned to the City. The bulk of those funds were from salary savings resulting in a vacancy. Bob moved to accept the financial report. The motion was seconded by Arthur. The motion passed on vote.

Bill Hoskins, Museum Director presented the Director's Report for February including some highlights for the month. Highlights included:

- Attendance is up 4.9% in 2014 over the same period in 2013.
- Staff presented 59 programs on and off site in February to 1,929 people.
- Three interviews for the Museum Preparator position in February. All good candidates' background checks are in progress.

Bill handed out the Annual Report for the Siouxland Heritage Museums Special Enterprise Fund 2013. He briefly reviewed the report and the history of the Enterprise Fund. Dianne moved that the Board



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approve the Annual Report of the Enterprise Fund. Ron seconded the motion. The motion passed on vote.

Dianne delivered the report of the Museum Collections Committee. The committee recommends the adoption of the Collecting Plan for the Museum, the rejection of the Lynotype Machine offered by the Argus Leader and the public hours of operation for the Collections Storage facility. The Board discussed the Collecting Plan briefly. Ron moved that the Board adopt the Collecting Plan. Dianne seconded the motion. The motion passed on vote. The Board discussed the possible donation of the Lynotype Machine. They felt that it is a unique historic item but that we have no way to store or display the machine today and must decline the offer from the Argus Leader. Dianne and Bill explained the proposed hours of operation for the Collections Storage Facility. Jeff moved that the hours be set as 1-5 PM Tuesday – Friday and by appointment. Arthur seconded the motion. Discussion that the hours can be altered in the future, but for the purpose of budgeting this is a good starting point. Motion passed on vote.

Virgil Andersen delivered the Report of the Museum Facilities Committee which met on March 3 at the Old Courthouse Museum. Minutes of the meeting were sent out electronically to all board members in advance of the meeting. Copies of Nelson Property consultants and Bender Commercial's responses to the Minnehaha County Commission's questions were handed out to those Board Members who were not at the Facilities Committee Meeting for review. Dianne recognizes that it is in every ones interest to realize the maximum potential of the Hall's gift, but is concerned that the on-going public safety risks relative to the overload Old Courthouse Museum Structure are being overlooked. Jeff moved that the Museum Board endorse the recommendation of the Facilities Committee. Dianne seconded the motion. Brief Discussion followed. Doug Brockhouse commented on the need for teamwork between the Museum Board, County Commission and Real Estate broker to be able to get the best result. Bob Kolbe commented briefly on the process. The motion was unanimously adopted.

Regular Business

Bill discussed the need to hold a Museum Board Finance Committee meeting to review the 2015 budget. The 2015 request needs to be into the City on April 4. The County Auditor's Office will have HR Budget info to me on March 7. The Committee meeting was set for Wednesday, March 26 at 11:30 AM.

Bill brought up telephones at the Old Courthouse Museum. The telephone in the building are over 20 years old and the system is the only one of it's type still in use in the region. All other city and County Departments use the Shoretel system. New telephones for the Old Courthouse Museum were removed from the 2014 budget request. The Museum was just informed that Dial Net the service provider for the existing system has been purchased by another company. Our options are: submitted a request for

phones in the 2015 budget request, find/raise the money and replace the phones now or see how long these last and pay to replace the system when this one dies. No action at this time.

One of the goals in the Long Range Maintenance Plan was a structural survey of the Old Courthouse Museum every five years to monitor changes to the structure from overloading. We budgeted money in the Enterprise Fund to conduct the survey. Virgil directed that Bill start the process to get the survey done.

Bill brought up that June, 2014 will be the 40th Anniversary of the creation of the Siouxland Heritage Museums. Adam Nelson, Marketing Coordinator and Bill had thought we could combine the Anniversary with the ground breaking for the Collectons building. That appears unlikely, but it is still a good opportunity to promote the Museum. Jeff thinks we should hold a fund raiser. Virgil would like the Board's Marketing Committee to look at the possibilities and report back.

The Meeting was adjourned at 12:50 PM.

Museum Mission: *"The Siouxland Heritage Museums is dedicated to enhancing the experience of learning for our community, its families and visitors through collections, preservation and interpretation of history"*