

**JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM**  
**Board of Trustees Meeting**  
**December 12, 2019**

Present were President Mel Keffer, Vice President Sharon Miller, Secretary Lynn Young, Treasurer Bill Payne, Board Member Brucie Connell, Director Sylvia Bruner, Museum Educator Jennifer Romanoski, GMA Representative Nancy Pedro, County Commissioner Bob Perry.

The meeting was called to order at 3:00 PM by President Mel Keffer

Old Business:

November meeting minutes were reviewed and approved. Payne moved, Miller seconded.

The financial report for November was reviewed and discussed. Report was approved. Young moved, Payne seconded.

The revised and updated Personnel Policy was reviewed and discussed. Miller made a motion to accept the policy as revised, Young seconded. The motion was passed.

New Business:

There was a discussion of the capitulation section of the Finance Policy. The section was tabled to revisit the dollar amounts.

Treasurer Bill Payne opened and reviewed the bank statements per suggestion from the auditors so that more than one contact views the bank statements.

Directors report:

Digiteks computer system will finish new install over the Holiday break.

The successful Christmas open house was held on December 7. One hundred forty people visited and 48 Santa hats were decorated by children. Store sale were substantially up from last year.

The Making the Museum Sustainable fund raising effort has raised \$3756.00 to date.

The GMA Holiday party will be January 12 at the American Legion.

The Museum will be closed December 22 through January 5.

Hoofprints of the Past Museum loan will be extended.

Two exit signs in the Carnegie building need to be replaced by an electrician.

Next Board meeting is January 9, 2020.

Meeting adjourned at 3:47.

Respectfully submitted,