

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
January 13, 2022

Present at the meeting were President Brucie Connell, Vice President Craig Cope, Secretary Lynn Young, Treasurer Sharon Miller, board member Sabina Damone, Director Sylvia Bruner, Museum Educator Jennifer Romanoski, and Buffalo Bulletin reporter Alex Hargrove.

The Board held an executive session prior to the meeting.

The meeting was called to order at 3:10 PM by President Brucie Connell.

Old Business:

December minutes were reviewed and approved. Damone moved, Miller seconded.
January financial report was reviewed and approved: Young moved, Cope seconded.
Miller reviewed and explained Gatchell financial graphs.

New Business:

Directors report:

- Donations: we received \$2,250 in unsolicited donations – from the Casper Antique and Collectors Club and the Prior Family Foundation.
- New wiring was ran for the store computer and credit card machine this week. This fixed an immediate issue of no internet connection.
- 1% grant: we are looking at various point of sale systems and small maintenance projects as our topics for this year's grant application.
- Collections: Craig Cope has returned to processing the USFS collection and Jim Shell will be joining us again shortly.
- We will be closed to the public during February to conduct a variety of maintenance, exhibits, and collections projects.
- Publications: Jenn is proceeding with the Arcadia book about the museum, and Kelsey is again working on the Cloud Peak Wilderness book.

Discussion about GMA support.

~~Museum is getting a second bid for cabin rehab.~~ The museum received a third bid for the cabin rehab, but will still retain Frank Brown for the work.

Next Board meeting is February 10, 2022 at 3:00 PM.

Meeting adjourned at 3:30 PM.

Respectfully submitted,

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JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
February 10, 2022

Present at the meeting were President Brucie Connell, Vice President Craig Cope, Secretary Lynn Young, Treasurer Sharon Miller, board member Sabina Damone, Director Sylvia Bruner, Museum Educator Jennifer Romanoski, Museum Assistant Kelsey McDonnell, GMA board member Mitch Black and Buffalo Bulletin reporter Alex Hargrave.

The meeting was called to order at 3:00 PM by President Brucie Connell.

Old Business:

January minutes were reviewed and approved with minor correction. Cope moved, Connell seconded. February financial report was reviewed and approved: Young moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

The board voted to use funds that may be received from the 1% application to purchase new cameras for the security surveillance system.

There was a discussion of the newly proposed Wyoming legislation that would allow county board of trustees to be canceled without cause.

Craig Cope reported on the virtual board training that he attended.

Directors report:

The winter issue of the Sentry is at the printers

Next Board meeting is March 10, 2022 at 3:00 PM..

Meeting adjourned at 4:05 PM.

Respectfully submitted,

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JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
March 10, 2022

Present at the meeting were President Brucie Connell, Vice President Craig Cope, Secretary Lynn Young, Treasurer Sharon Miller, Director Sylvia Bruner, Museum Assistant Kelsey McDonnell, GMA board member Mitch Black, Commissioner Bob Perry and Buffalo Bulletin reporter Alex Hargrave.

A short executive session was held before the meeting..

The meeting was called to order at 3:10 PM by President Brucie Connell.

Old Business:

Report from GMA. - Mitch Black

February minutes were reviewed and approved. Cope moved, Miller seconded.

March financial report was reviewed and approved, with the addition of two expenditures that were not included.: Miller moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

There was a discussion of the Carbon Creek vs US Realm settlement payments and discussion of payments to the museum.

New Business:

There was a discussion of moving the Board of Trustees meeting to the third Thursday to better capture monthly financial obligations on the financial report. The discussion was tabled until a future meeting.

A motion was made and passed to allocate interest from Wyo Star I account to Wyo Star II account to take advantage of higher interest. Cope moved, Miller seconded.

A motion was made and passed to annually allocate \$400 to Wyoming History Day Award. Miller moved, Cope seconded.

A motion was made and passed to donate a gift basket to the GMA fundraiser. Young moved, Miller seconded.

There was a discussion about adjusting museum admission fees. It was tabled for a future meeting.

Directors report:

Sentry went out 2/24

Unsolicited donations from museum supporters - \$2471.

Applied for 1% grant for point of sales system, new security cameras, printing of walking tour brochure.

Museum was approved for a \$5000 JC Tourism Association advertising grant.

February closure allowed progress on exhibits, maintenance and collections.

A new point of sales Square system is being installed.

Next Board meeting is April 14, 2022 at 3:00 PM..

Meeting adjourned at 4:05 PM.

Respectfully submitted,

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JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Joint GMA and Board of Trustees Meeting
April 14, 2022

This was a joint meeting between the GMA Board and the JGMMM Board.

Present at the meeting were JGMM board President Brucie Connell, Vice President Craig Cope, Secretary Lynn Young, Treasurer Sharon Miller, board member Sabina Damone, Director Sylvia Bruner, Museum Assistant Kelsey McDonnell, GMA board member Barb Mueller, GMA board member Nancy Pedro, guest Bill Payne, county attorney Tucker Ruby, assistant county attorney Barry Crago and Buffalo Bulletin reporter Alex Hargrave.

The meeting was called to order at 3:00 PM by President Brucie Connell.

Old Business:

March minutes were reviewed and approved. Damone moved, Cope seconded.

April financial report was reviewed and approved, Miller moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs Miller reviewed Gatchell financial graphs.

GMA report: Barbra Mueller reported that GMA is busy planning fund raiser for April 23. GMA Financial Report is at County Attorney Tucker Ruby's office for review.

Report from Tucker Ruby: GMA is willing to provide additional funding. Ruby will meet with GMA Accountant when available. The plan is to review details and discuss with GMA and Museum board.

New Business:

After discussion of moving the Board of Trustees meeting to the third Thursday to better capture monthly financial obligations on the financial report, a motion was made and passed to move JCMM board meeting to to 3:00 PM on the third Thursday of each month. Young moved, Miller seconded. The Director will draft new revised policy to reflect this change.

Directors report:

Collections: Forest Service collection - Craig and Jim will be halting work for the summer, but we are working to have our summer weekend staff begin filing and scanning the items that Craig, Jim, and Sharon have processed.

Exhibits work is progressing. The new exhibit about local western artist Jesse Winingar is nearing completion – and is titled *Cowpuncher: Western Artist Jesse Winingar*.

Jenn has submitted program proposals to the Mountain Plains Museum Association (MPMA) for their fall conference.

Susan Theune plans to return for the month of May to volunteer in collections again and Suzanne Salstrom will return at the start of May to volunteer at the front desk

Next Board meeting is May 19, 2022 at 3:00 PM..

Meeting adjourned at 4:00PM.

Respectfully submitted,

Lynn Young, Secretary

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
May 19, 2022

Present at the meeting were President Brucie Connell, Vice President Craig Cope, Secretary Lynn Young, Treasurer Sharon Miller, Board member Sabina Damone Director Sylvia Bruner, Museum Educator Jennifer Romanoski, Commissioner Bob Perry and Buffalo Bulletin reporter Alex Hargrave.

The meeting was called to order at 3:00 PM by President Brucie Connell.

Old Business:

April minutes were reviewed and approved. Cope moved, Miller seconded.

May financial report was reviewed and approved. Young moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

There was a discussion about perhaps raising the museum admission fees and changing the fee structure. More research and discussion is needed before a decision can be made.

Directors report:

The Cowpuncher: Western Artist Jesse Wininger exhibit is now complete and open.

The north gallery lights were malfunctioning but have been temporarily repaired. Director is soliciting bids for replacement of all track lighting.

An exterior water faucet malfunctioned and is awaiting repair.

Director Bruner presented a Bomber Mountain program at the Museum at the Bighorns.

Jennifer will be making a presentation to Mountain Plains Museum Association in October.

Susan Theune has returned to volunteer for the month of May.

Jennifer has 20 school programs scheduled for May.

Art museum Mondays is taking registration and a new feature geared to older youth is being launched this season.

Living History Day is scheduled for June 25.

Wine about history programs are scheduled for June 15, July 20 and August 17

The first Jim Gatchell History of Science award was given to Anna Baxtar and Maddie Krasula of Jackson Hole Middle School.

Next Board meeting is June 16, 2022 at 3:00 PM..

Meeting adjourned at 4:30 PM.

Respectfully submitted,

Lynn Young, Secretary

Jim Gatchell Memorial Museum Meeting minutes June 16, 2022

Brucie called meeting to order, with in attendance Brucie Connell, Craig Cope, Alex Hargrave (Buffalo Bulletin), Bill Payne, Becky Seibel, Kelsey McDonnell, Sabina Damone, Sylvia Bruner, and Sharon Miller remotely.

GMA report from Becky. Spring fundraiser attendance 120. Sold 183 tickets, 46 comps. GMA and Museum need to double check dates next year as it was confusing to have so close to History Conference. Brought in 22k in kind expensed 2k, expenses 10,700 net \$13,400 75% will go to museum appx \$10,047.

Minutes of May meeting were corrected as Mitch was not in attendance. Minutes approved/amended Craig, seconded Brucie

Becky S. asked for our audit she was told it can be found in the courthouse at the clerk's office

June Treasurers report:

Restricted account some accounts closed (i.e. Nate Champion)

Money was pulled from wyo star to FNB so we didn't bounce checks, 36,000 was deposited from county taxes

Questions about line 405 - \$1250 what is that? Sylvia will email answer

Discussion of why ad budget is so far over, music speaks advertising

Vote for treasures report, Sabina moved to accept, Craig seconded

New Business:

Brucie, Criag and Sylvia went to budget hearing. It seemed to go well.

We need a strategic plan. Ann Ruble from the humanities council was recommended the cost will be appx \$3000. Day long strategic planning, board governance training, short session on fundraising strategies. July is too busy board would like to do it in the fall

Brucie's board position is up. She has submitted a letter to reup - it will be announced in July.

Directors Report Given

David and commissioners have set aside money for the repointing of the building we will need to find additional grants.

Sabina moved to adjourn, Craig seconded

Moved into executive session.

Jim Gatchell Memorial Museum Meeting minutes June 16, 2022

Brucie called meeting to order, with in attendance Brucie Connell, Craig Cope, Alex Hargrave (Buffalo Bulletin), Bill Payne, Becky Seibel, Kelsey McDonnell, Sabina Damone, Sylvia Bruner, and Sharon Miller remotely.

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Sabina moved to adjourn, Craig seconded

Moved into executive session.

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
August 18, 2022

Present at the meeting were President Brucie Connell, Secretary Lynn Young, Vice President Craig Cope, Treasurer Sharon Miller, and GMA board member Mitch Black.

The meeting was called to order at 3:00 PM by President Brucie Connell.

Old Business:

July minutes were reviewed and approved. Miller moved, Cope seconded.

August financial report was discussed reviewed and approved. Young moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

There was a short discussion about the bond for the Board treasurer.

Motion was made and approved that the board adopt the updated, corrected 2022/2023 budget . Young moved, Miller seconded.

Directors report:

Director made contact with a historic preservation mason about preservation of the Carnegie building. He will tentatively visit in September and present a site review.

Two of three bids for replacment of museum lighting have been received.

Art museum Monday has was well attended and charging a nominal fee next year to help pay supplies is being discussed.

The last summer Sip'n History went well with Danny Micheal, curator of the Cody Firearms Museum.

The museum will host a Longmire event on August 18.

Next Board meeting is Sptember 15, 2022 at 3:00 PM..

Meeting adjourned at 3:30 PM.

Respectfully submitted,

Lynn Young, Secretary

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
August 18, 2022

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The meeting was called to order at 3:00 PM by President Brucie Connell.

Old Business:

July minutes were reviewed and approved. Miller moved, Cope seconded.

August financial report was discussed reviewed and approved. Young moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

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Next Board meeting is Sptember 15, 2022 at 3:00 PM..

Meeting adjourned at 3:30 PM.

Respectfully submitted,

Lynn Young, Secretary

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
September 15, 2022

Present at the meeting were President Brucie Connell, Secretary Lynn Young, Vice President Craig Cope, Treasurer Sharon Miller, GMA board member Mitch Black, County Commissioner Bob Perry and guests Bill Payne, Susan Theune, Lois Peterson, Frank Pratt and County Attorney Tucker Ruby.

The meeting was called to order at 3:00 PM by President Brucie Connell.

GMA report: GMA member Mitch Black asked County Attorney Ruby to review the draft Memorandum of Understanding (MOU) between the Jim Gatchell Museum and the Gatchell Museum Association (GMA). Ruby said that the GMA agreed in principle to the draft MOU in their recent meeting where he presented the draft. The GMA proposed some clarifications. Ruby went through the draft in detail and each section was discussed. Some edits and clarifications were discussed and proposed by the board.

Young made a motion to approve in principle the draft MOU and authorize Ruby to work with Director Bruner and the GMA to finalize the agreement. Miller seconded. The motion was approved.

Old Business:

August minutes were reviewed and approved. Young moved, Miller seconded.

September financial report was discussed reviewed and approved. Cope moved, Miller seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

Miller made a motion to move the October board meeting to October 13, so that it would not interfere with an October 20 training session. Cope seconded. The motion carried.

Directors report:

Loken Historic Preservation, LLC made an inspection of the Carnegie building mortar issues and will send a report.

The Echoes of the Past Cemetery Tours in August were well attended and profitable. The funds go to the restricted accounted for future educational programs.

Instead of hosting the traditional Spring History Conference, the Museum will be hosting Yufa Soldier Wolf to do a program in conjunction with Wyoming PBS production about repatriation of the Northern Arapaho boys.

Next Board meeting is October 13, 2022 at 3:00 PM..

Meeting adjourned at 4:30 PM.

Respectfully submitted,

Lynn Young, Secretary

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
October 13, 2022

Present at the meeting were President Brucie Connell, Secretary Lynn Young, Vice President Craig Cope, Treasurer Sharon Miller, Board member Sabina Damone, Director Sylvia Bruner, Museum Educator Jennifer Romanoski, GMA board member Mitch Black, guest Bill Payne, Buffalo Bulletin reporter Alex Hargrave.

The meeting was called to order at 3:00 PM by President Brucie Connell.

GMA report: Mitch Black reported that the MOU was voted on and passed unanimously by GMA. It has not yet been signed by GMA president.

Old Business:

September minutes were reviewed and approved. Cope moved, Miller seconded.

October financial report was discussed reviewed and approved. Damone moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

Book keeper Chanda Rule is taking employment with the fire district. The fire district has asked for a letter that would agree to pay/reimburse the fire district for Chanda's continued bookkeeping for the museum.

Young moved that the Director sign a letter to the fire district that would agree to pay/reimburse the fire district for Chanda's book keeping and that the museum would retain an appropriate amount of bookkeeping service from Chanda for the museum financial needs. Miller seconded. Motion passed.

There was a discussion about county audit request to board members.

Jennifer gave a report of her attendance to the Mountain Plains Museum Conference in Tulsa Oklahoma.

Directors report:

Director asked for help to form a nonprofit so that the nonprofit can apply for grants.

A preliminary bid for Work on the Carnegie is in the neighborhood of \$575,000.

We have a New West High School intern two afternoons a week through December.

Student temporary employee Cooper Smith has returned.

Next Board meeting is November 17, 2022 at 3:00 PM..

Meeting adjourned at 4:00 PM.

Respectfully submitted,

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JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
November 17, 2022

Present at the meeting were President Brucie Connell, Vice President Craig Cope, Treasurer Sharon Miller, Board member Sabina Damone, Director Sylvia Bruner, Museum Educator Jennifer Romanoski, GMA board member Mitch Black, Buffalo Bulletin reporter Alex Hargrave.

The meeting was called to order at 3:00 PM by President Brucie Connell.

GMA report: Mitch Black reported that they have scheduled the Spring fundraiser for April 23rd. PO Box and storage unit has been set up. The membership forms were accidentally taken by a GMA member, Mitch offered to get them back for us.

Old Business:

October minutes were reviewed and approved. Cope moved, Damone seconded.

October's financial report was discussed, reviewed and approved. Damone moved, Cope seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

Holiday Closures 9 Nov 24-25, Dec 22- Jan 30).

Admission rates will increase starting Jan 3rd. Cope moved, Damone 2nd.

MOU was signed and attested to by both parties.

Jennifer gave a report of her attendance to the Mountain Plains Museum Conference in Tulsa Oklahoma.

Directors report:

CPR training recertification completed by staff.

Next Board meeting is December 15, 2022 at 3:00 PM..

Meeting adjourned at 4:00 PM.

Respectfully submitted,

Sabina Damone Board Member

JOHNSON COUNTY JIM GATCHELL MEMORIAL MUSEUM
Board of Trustees Meeting
December 15, 2022

Present at the meeting were President Brucie Connell, Secretary Lynn Young, Vice President Craig Cope, Treasurer Sharon Miller, Director Sylvia Bruner, Museum Assistant Kelsey McDonnell, GMA board member Mitch Black, Buffalo Bulletin reporter Alex Hargrave.

The meeting was called to order at 3:00 PM by President Brucie Connell

Mitch Black gave a short GMA report..

Old Business:

November minutes were reviewed and approved. Young moved, Cope seconded.

December financial report was discussed reviewed and approved. Miller moved, Young seconded. Miller reviewed and explained Gatchell financial graphs.

New Business:

Three bank statement were physically opened and reviewed by the board.

A motion was made, discussed and approved to amend the adult \$12 admission rate that was approved last month from from \$12 to \$10. Craig moved, Miller seconded.

Directors report:

CPR training was given to full time staff through YMCA. Full time staff are up to date and certified.

The book *Look to the Mountains* has been shipped and ready for sale shortly.

The holiday open house was well attended and successful and with great sales in the museum store.

The Mike Thomas bronze exhibit is in progress and additional insurance and display planning is in process.

There are issues with the Carnegie furnace and changes and some motor replacements are being made under warranty.

Director is researching collections management software to replace Access databases.

We received an unsolicited donation from Casper Antique and Collectors Club.

Next Board meeting is January 19, 2023 at 3:00 PM..

Meeting adjourned at 4:00 PM.

Respectfully submitted,

Lynn Young, Secretary