



Washington County Historical Society

Board Meeting December 2, 2020

Wednesday, 10:35 AM– Zoom

Minutes – Approved 1-27-2021

Attending: Doug Alder, George Cannon, Keith Cannon, Jesse Stocking, Jeanine Vander Bruggen, Loren Webb, Frank Lojko, Dick Kohler

Excused – Susan Crook, LoAnne Barnes

Welcome and Call to Order – Jesse Stocking

Approval of Meeting Minutes for October 28, 2020 – Jeanine

Moved to Approve: Frank Lojko *Seconded:* Doug Alder

Approval of Monthly Financial Report as of December 12-2-2020 – Jesse

Moved to Approve: Loren Webb *Seconded:* Jeanine Vander Bruggen

Savings -	\$18,957.23
Walmart Grant	500.00 (reflects \$500.00 pending deposit)
Sorensen Foundation	4377.16
Checking -	(335.39) (reflects \$199.95 pending payment)
Juanita Brooks Project	25,698.85 (reflects \$20,000.00 pending payment)
PayPal	<u>608.49</u>
Total	\$49,806.34 (reflects \$19,699.95 pending)

Approval of expenditures – \$150.00 for membership to St. George Chamber of Commerce

George requested approval to pay the following website bills out of the WCHS PayPal Account. These bills will come due before the next board meeting. They are estimated costs based on previous bills and could vary a little.

\$13.95 – Domain name registration for wchsutah.org – 1/14/2021 to 1/14/2022

\$101.49 – Website hosting on the Server Point server – 1/20-/2021 to 1/20/2022

George will report the transactions to the Executive Committee (includes the Treasurer) as soon as these transactions have been completed.

The only other regular website expense is the \$14.95 domain name registration for wchsutah.com, currently paid up through 9/24/2020.

Moved to Approve: Jeanine Vander Bruggen *Seconded:* Loren Webb

Business:

1. Issue came up regarding Chamber of Commerce membership and who is notified of events. George reported that Chamber of Commerce emails to the WCHS currently go to info@wchsutah.org. For the time being, George will forward them to the execboard@wchsutah.org. There should be one WCHS person who should be the primary interface to the Chamber. When that person is identified, the Chamber should be notified to send messages to execboard@wchsutah.org instead of to info@wchsutah.org. We may need to change execboard to execcomm after new organization is in place the first of the year.
2. Update on Juanita Brooks Project, including status of site
Jesse gave a comprehensive report on the activities to date:
 - Site has not been approved by the City of St. George, but working with Danielle Larkin, Jesse has been referred to Shane McAfee of Leisure Services who would ultimately be responsible for the upkeep. A donation form needs to be obtained and submitted to Leisure Services to determine what is required. George requested a copy of the contract for WCHS permanent record file. No assignment was given to provide the copy to George.
 - George reported that he has been keeping two directories of WCHS documents with, but not on, the website. These are:
 1. Treasurer's monthly and annual reports
 2. Other private documents that should be retained, but not publicDiscussion included the need to have a cloud service account to be accessed by WCHS officials authorized to have that access. There was general agreement, but no action was taken.
3. Report on grants submitted – Frank Lojko /Jeanine Vander Bruggen
There was considerable discussion on the status of grants and the need to receive authorization for costs to be reimbursed. It was determined that funds received through grants are monitored through committee chairs. The requirement for final reporting at end of project is the safeguard for proper usage. Funds outside the grants go through the approval process with the WCHS Board. Frank reiterated that \$500 is total of funds to be received with the Walmart grant he wrote. We can apply again in the spring for more funds. The \$800 expected from the City RAP tax fund will not be received until the 4th quarter. We still have not received the \$5,000 from Art Around the Corner.
4. Heritage Days Project
 - Loren reported that volunteers are being solicited to be tour guides. He has visited with many merchants and requested items to be included in the SWAG bags to be distributed to tour participants. A few items have already been donated.
 - Elaine Alder joined the conversation to discuss participation by Historic St. George Live characters. Costumes are available at the Courthouse. Elaine will be inviting

members to be at specific sites – Courthouse, Opera House, etc. It was suggested to ask Roland Lee and his wife to be characters since he is unable to lead a tour.

- Promotion of the event will be coordinated with David Cordero, City Communications Manager. Information will also be available on the WCHS website and at the Courthouse.

5. Report on Restructuring – Jeanine

- The Restructuring Committee has continued meeting to discuss changes to the By-laws. A schedule has been developed to finalize the bylaws for completion prior to the Annual Meeting so it can be approved at the meeting.
- The changes in the bylaws will need to be followed in preparation for and the conducting of the Annual Meeting
- Nominations for Board Members need to take place prior to the Annual Meeting
- Jeanine will send a schedule to be followed as an attempt to ensure all necessary action takes place. A draft copy of the bylaws will also be sent to Board members to encourage careful review and to receive timely comments.

Next Meeting: January 27, 2021 – Annual Meeting