

WASHINGTON COUNTY HISTORICAL SOCIETY
BOARD OF DIRECTORS MEETING
APPROVED MINUTES OF SEPTEMBER 13, 2023
10 AM AT THE DUP PIONEER MUSEUM – Approved 10-11-2023 with
corrections.



Board members present, Brad Bennett, George Cannon, Ian Crowe, Teresa Orton, Linda Shogren, Jesse Stocking, Loren Webb. Excused: Jeanine Vander Bruggen, Susan Crook. Others in attendance: Richard Kohler

Ian Crowe called the meeting to order and welcomed everyone.

Minutes Aug 9, 2023 – Ian Crowe

The motion was made to accept the minutes of the Aug 9, 2023, Board Meeting. Seconded and the vote was unanimous.

Financial Reports Review –

Susan Crook was not in attendance, so no financial reports were submitted for review. We need to get the budget for 2024 ready for next Board meeting.

Elections 2024

No discussion was held.

WCHS Grant Application

Discussion about applying to Washington County RAP Tax grant that is due Sept 30, 2023. Previously, the Board had approved Linda Shogren to apply for this grant for the Museum Brochure project, but Linda announced that she had acquired funding from Washington County Tourism to pay for the graphic design work and printing of the brochures. She will apply in the next funding cycle for the distribution. Dick Kohler said he wanted to apply in the name of the WCHS for the Smithsonian Exhibit coming next March. He wanted to get funds to pay for printed material, videos, and other costs associated with the Smithsonian Exhibit. Jesse Stocking is the Committee Chair for Special Projects, and it is under his committee. Loren Webb made a motion to allow Dick to write the grant application for the WCHS for the Smithsonian Exhibit costs, Jesse Stocking seconded the motion and it carried.

Discuss WCHS Priorities

No discussion was held.

Discuss Potential Bylaws Changes

Teresa Orton, Chairperson said that the review questions and thoughts were distributed to the Board but had only heard from two members. Brad, Jesse and Loren said they didn't get the email. Teresa to resend and ask for all Board members to reply before the next Board meeting.

There was a discussion about the need for two meetings per month as outlined in the Bylaws. It was decided that the Board has in the past had two separate meetings;

one for the Board and one for the Community, and that is what we would like to continue to have. The Board will schedule their meeting as needed and the Community meeting will be the last Wednesday of each month at 10 AM at the Pioneer Courthouse.

Operations of the Courthouse after 12/31/23 and other Courthouse business

Several items were discussed:

Courthouse Lease and Keys:

The lease with the city was discussed and it was unclear where the signed copy of the lease is. Jesse Stocking said he would obtain the signed copy of the lease and bring it to the Board.

Keys to the Courthouse were discussed and it appears there are three copies; Jeanine Vander Bruggen, Keith Cannon (former President) and Teresa Orton (DUP Museum) had keys. Ian Crowe was to reach out to Jeanine to get a key and also to recover the key from Keith Cannon.

Security logins. It was brought up that there are security logins when entering and closing the Courthouse and that information needed to be made available.

Insurance needs were discussed. Brad Bennett is to obtain a copy of the City Insurance policy as regards to the Courthouse or at least get details of what is covered and what the WCHS insurance needs to cover, so we can be confident that we have covered visitors and volunteers.

Board Member Insurance. The insurance that is currently covering the Board should be reviewed so that we get the best deal. Teresa Orton will review and get additional quotes if needed.

Linda – Museum flyer funded. Steps forward to complete and distribute.

This topic was discussed earlier when discussing the Washington County RAP tax grant application.

Discuss Dick Kohler's request for WCHS Financials

Dick Kohler had made a request to get copies of 2 years of bank statements. During the discussion it was determined that Dick wanted the information to help George identify transactions so that he would be comfortable with the reports that are currently being generated by the Accountant. Because Dick Kohler is not a member of the Board, we need to carefully outline what information is made available to him and what he intends to do with the information. It was decided that Teresa (in Susan's absence) would make available to Dick and George the transaction downloaded detail from the bank statements for the year 2022 and YTD 2023. They will review and set up a meeting with the accountant, Carol Golichnik, for a 1-hour discussion on generating a monthly transaction detail report for the Board to approve. George is to bring the report to the next board meeting for review and approval of each month's transactions for the YTD 2023. This will be included in the regular financial statements submitted to the board each month. The Board approved the expenditure of 1 hour of the accountant's time for this project.

New Business

Loren Webb reported on the Oral Histories he is conducting, the latest is with Dennis Iverson. He has organized the walking tours of Downtown St George that will go on in October and the Huntsman Senior Games organization is helping to promote them with athlete families and late registrants. He spoke about Dave Peterson who is working on a memorial/marker for the 1935 Oil Well explosion. Dave is with the Sons of Utah Pioneers.

George Cannon said that he had interviewed an intern from Utah Tech University, Justin LeClair, that he would like to bring onto his committee to work on the Legacy website and Mew Generation website. Justin charges \$20/hr. and George felt that he could make some progress through November. Loren Webb made the motion that George could hire Justin LeClair with a cap of \$2400 to spend but George needed to provide the Board with a Scope of Work that Justin will fulfill and what duties George is expecting him to complete. Teresa Orton seconded the motion and it passed unanimously.

George Cannon submitted a receipt from Dick Kohler for \$200 that Dick paid to Utah Tech University to join the job fair or intern database program. George asked that Dick be reimbursed for this expense. Although, it should have been approved prior to spending the month, Loren Webb made a motion to reimburse Dick for this expense. Jesse Stocking seconded it and passed unanimously.

The next Board is scheduled for Wednesday, October 25, at 9 AM, at the DUP Pioneer Museum. This is just before the Community meeting on the same day at 10 AM at the Pioneer Courthouse.

Meeting was adjourned at 12 PM