

Washington County Historical Society
Executive Committee Meeting February 24, 2021
Wednesday, 10:00 AM– Pioneer Courthouse
Minutes – Approved 3-1-2021



In Attendance:

George Cannon, Keith Cannon, Sidney Creer, Susan Crook, Susannah Nilsson, Jesse Stocking, Jeanine Vander Bruggen, Loren Webb

Welcome and Call to Order – Loren Webb

- I. Approval of Meeting Minutes for January 27, 2021 – Jeanine
Moved to Approve: Keith Cannon Secoded: Sidney Creer - Approved
- II. Approval of Monthly Financial Report as of February 24, 2021 – Susan
Moved to Approve: Jeanine Vander Bruggen Secoded: Susannah Nilsson – Approved
- III. Updates:
 - a. Priority List of Activities – Prepared by Officers; copies to be sent to Keith Cannon, Pat Cundick, Jesse Stocking, George Cannon, and Susannah Nilsson
 - b. Articles of Incorporation Amendment –Jeanine has completed and submitted to the State
 - c. Liability Insurance – Susan has submitted forms to Beehive Insurance requesting estimate for General Insurance and Directors and Officers Insurance.
 1. there were questions regarding the coverage by the City; Jeanine will check with the Lease Agreement and Risk Management to be sure we understand coverage
 - d. Walking Tours -Susan reported the 2/13 was a success with 40+ attendees; walking sticks and swag bags were distributed; Craig Booth led entire group which should have been broken up; megaphones needed for future tours (2 have been ordered and received); Tour Guides need to be given instructions (assignment not given); groups need to be held to 10
 1. Names were suggested for additional tour guides: Kim Campbell, Nicki and Randall Richards, owner of Painted Pony, Lyman Hafen, Jim McArthur, Lynn Cobb. Brooks Pace requested copies of the script be available to handout; he will reimburse costs; it was suggested to put copies on the webpage instead of copying.

2. Additional walking tours have been suggested for Santa Clara and other communities, including Washington City. Susannah will help us arrange for an event in Santa Clara.
- e. Scheduled Events – Susannah will be giving 1st Lecture on March 4 featuring Lore of Faith and Folly. She will introduce the Juanita Brooks project.
 1. Reminder was given to writeup summary of each event along with photos to use for Newsletter. We also need to post videos to YouTube. We will seek to work with Mike Gardner in creating professional videos.
 2. It was also brought up that an Event Coordinator is needed to help oversee all the activities and events. Job descriptions needed to be written and requests posted to such sites as Just Serve.

IV. Committee Chair Reports

- a. Pioneer Courthouse - Jeanine
 1. Events/Activities – review of upcoming events
 2. Need volunteer to help with events
- b. Website/Social Media – George
 1. Discussion on the need to teach how to use the webpage – Search, Calendar
Set up videos for instruction
- c. Special Projects – Jesse reported on the Juanita Brooks project
 1. Jesse is gathering information to prepare formal request to the City to pay for the foundation.
 2. he has also worked with the City Facility personnel and DSU personnel to determine the type of foundation.
 3. Questions were asked regarding the timeline for the installation; it is too difficult to determine.
- a. Publicity/Promotion/Community Outreach – Susannah
 1. Susannah also distributed a paper for the Historical Scavenger Hunt for Santa Clara.
 2. Susannah has agreed to write articles for Senior Sampler and St. George News.
- b. Membership/Fundraising
 1. Discussion regarding the membership information on the website which needs to be updated.
 2. we will investigate a donor management software system; also will be using MailChimp for mailings.
 3. A meeting has been scheduled for 2/25 with Sharee Webb to discuss how to approach improving our membership records.

V. Other

- a. Financial Planning – Susan led discussion on the need to reconcile balances; we are currently using excel and plan to transfer data to Quick Books which has been ordered. She explained the difference between filing a 99N (Postcard) versus 99EZ

- for Non-Profits earning \$50,000 or more. Report will be due in May. We are in the process of reviewing past purchases to identify refundable taxes.
- b. Field Trips – Sidney is gathering information on all the communities in the County to include information on interesting places to visit. Some areas suggested were: Camp Lorenzo, Toquerville, Ft. Pearce, Babylon, Mountain Meadows
 - c. Loren reported that he had been asked by Ron Cundick to provide a recommendation for the grant being written to the Sorensen Foundation for funds to produce video on the story of John Menzies Macfarlane and Father Scanlon.
 - d. Loren also reported that he held an interview with Eric Clark to get his history so a bio and photo can be added to the poster of the Washington County Attorneys in the Courtroom. He is also pursuing information on Michelle Randall as the new mayor of the City of St. George. He has not been able to set up an interview yet. He is also setting up an interview with 90-year-old Alex Wilkie of the Community Baptist Church to prepare a history of the various faiths in the county.
 - e. Loren has been sent photos from the Shipley family of the CCC camps, and he has received additional photos from Sarah Lloyd from Washington County Clerk's office. These will be scanned and provided to George Cannon to be added to the webpage
 - f. Susannah Nilsson submitted a grant request for \$1000 to write scripts for Hysterical Histories sketches. She intends to use David Dudley, an experienced writer, researcher, and playwright. Motion to approve the grant. *Jesse Stocking 2nd by Jeanine Vander Bruggen* – Approved.
 - g. A request was made that we be careful in our responses to emails – we need make sure emails go to proper person, not to general distribution.
 - h. Susan requested access to Utah Non-Profit Association. She will contact Debi Barmonde.

Next Meeting – Executive Committee (Executive Officers and Committee Chairs)
March 24, 2021 10:00 AM, Pioneer Courthouse

Questions? Contact Jeanine Vander Bruggen 435-574-0307; garyvb44@aol.com