



Collect. Preserve. Educate.

The Campbell County Rockpile Museum tells the story of the Powder River Basin.

John Daly, President
Tami Bishop, Vice-President
Rita Cossitt Mueller, Secretary-Treasurer
William Monahan
Lalia Jagers

- A. Approval Of Agenda
- B. Quarterly Meeting Of The Campbell County Commissioners And Rockpile Museum Board
 - I. Chamber Of Commerce Key Service Award Nomination
 - II. Museum Facilities Discussion
 - III. Property Subdivision Request
 - IV. Upcoming Events And Programs
 - V. Other:
 - VI. Adjourn Quarterly Meeting
- C. Regular Monthly Meeting Of The Rockpile Museum Board Of Directors
 - I. Consent Agenda

Documents:

[CCRM CONSENT AGENDA 9-17-19.PDF](#)
[CCRM BOARD MINUTES AUGUST2019.PDF](#)

II. Collections

- a. Deaccession Report

Documents:

[SEPTEMBER 2019 DEACCESSION.PDF](#)

- b. Collections Department Update

Documents:

COLLECTIONS UPDATE 09-11-2019.PDF

III. Museum Program/Exhibit Report

- a. Visitation Report
- b. Schedule

IV. Old Business

- a. Broadus Museum Trip Follow-Up
- b. Licensing Agreement

V. New Business

VI. General Discussion

VII. Adjournment

Campbell County Rockpile Museum
900 W. 2nd Street Gillette, WY 82716 307-682-5723 rockpile@vcn.com

**Rockpile Museum Board Meeting
CONSENT AGENDA – September 17, 2019**

Approval of Minutes

August 20, 2019 Regular Monthly Board Meeting Minutes

Expense Report

As of September 13th, there are 9 purchase orders from the regular budget to be approved and paid totaling \$4,946.83. There are at least five outstanding receipts from the general museum accounts and 1% accounts including First National Bank Visa, Walmart, and Black Hills Energy that will need board approval following the meeting.

The September 2019 vouchers are as follows:

City of Gillette Utilities	\$720.03
Menards	\$127.96
Glenn Shepard Seminars	\$199.50
C & J Sayles Inc.	\$534.16
Vista Leasing Company	\$98.00
Past Perfect Museum Software	\$380.00
Bear's Dry Cleaning	\$19.92
Collins Communications	\$100.00
CDW Government LLC	\$2,767.26

For the month of August, there were 13 vouchers from our regular accounts totaling \$3,901.97 and 2 vouchers from the 1% accounts totaling \$375.36.

John Daly signed the following vouchers after the regular August meeting:

Walmart	\$164.79
Folkmanis Puppets	\$263.30
Black Hills Energy	\$30.46
Stagecoach Events and Catering	\$155.00
First National Bank Visa - 1% Youth	\$238.78
Walmart - 1% Youth	\$136.58

Angela Beenken signed two late month vouchers in the absence of a board member:

Menards	\$94.95
First National Bank Visa	\$833.74

BUDGET VARIANCE for FY19-20 as of September 16, 2019

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**Minutes of the CCRM Board of Directors Regular Meeting
August 20, 2019**

Rockpile Museum, 6:00 p.m.

A. Call to Order and Introductions

The meeting was called to order at 6:00 p.m. by John Daly, presiding officer.

Present: Museum Board Members: John Daly, Tami Bishop, Rita Cossitt Mueller, Bill Monahan, and Lalia Jagers

Museum Staff: Director Robert Henning and Museum Educator Stephan Zacharias

Absent: none

Guests: Tom Butler, Lisa Marquiss

History moments: Rita: more on the Wyoming capitol bldg in Cheyenne
John: Daly family's journey to Campbell County via Oregon & Canada
Tami: country schools/ Margaret Bowden
Stephen: none
Robert: county sheriff race in 1916 T. Tate vs Roy Hardy
Bill: his home build in 1930s
Lalia: Fox Mortuary records and Howard Adams
Lisa: none
Tom: WWII Scrap Iron Commandos and paper drives in county

B. Approval of Agenda

Board reviewed agenda and John Daly called for changes or corrections. No changes or additional items were presented, and the board approved the agenda by unanimous consent.

C. Consent Agenda

The following consent agenda was presented:

Approval of Minutes

July 16, 2019 Regular Monthly Board Meeting Minutes

Expense Report

As of August 16th, there are 7 purchase orders from the regular budget to be approved and paid totaling \$1,696.17. There are at least 23 outstanding receipts from the general museum accounts and 1% accounts including First National Bank Visa, Walmart, and Black Hills Energy that will need board approval following the meeting.

The August 2019 vouchers are as follows:

Vista Leasing Company	\$98.00
Mountain Plains Museum Association	\$300.00
Shoshone Distributing	\$221.00
City of Gillette	\$712.05
Henning Mileage Reimbursement	\$41.12
Campbell County Chamber of Commerce	\$129.00
Coca Cola Bottling High Country	\$195.00
Joyce V. Jefferson	\$663.56

We requested a Hand Warrant from the Commissioners for Joyce V. Jefferson as we needed the check to pay her for her performances on August 31st.

For the month of July, there were 23 vouchers from our regular accounts totaling \$7,059.83 and 2 vouchers from the 1% accounts totaling \$105.86.

John Daly signed the following vouchers after the regular July meeting:

<u>FISCAL YEAR 18-19</u>	
First National Bank VISA	\$682.38
Black Hills Energy	\$30.46
Walmart	\$184.54
First National Bank Visa - 1% Youth	\$86.95
Walmart - 1% Youth	\$18.91
<u>FISCAL YEAR 19-20</u>	
True West Publishing Inc.	\$600.00
Campbell County Chamber of Commerce	\$50.00
Vista Leasing Company, Inc.	\$98.00
Tommie M Butler	\$63.00

Tami Bishop signed the following vouchers after the regular July meeting:

<u>FISCAL YEAR 19-20</u>	
First National Bank Visa	\$1,415.97
Campbell County Cattlewomen	\$90.00
Shoshone Distributing Co. Inc.	\$172.00
Dickeys BBQ	\$72.45

BUDGET VARIANCE for FY19-20 as of August 16, 2019

John Daly asked the board if they wished for any items to be removed from the consent agenda. No items were requested removed. Tami Bishop moved to approve all items of the consent agenda as presented; Lalia Jagers seconded the motion; motion approved unanimously.

D. Museum District Petition Update – Tom Butler

DISCUSSION: Tom Butler passed around petition forms and an information letter. Petitions can be signed starting Sept. 4 and are good for six months. They have to be filed for inclusion on the ballot by Mar. 4. After discussion John Daly asked for a new motion reflecting the new board to support Tom's efforts. Rita Cossitt Mueller moved that the museum board support the drive to form a museum district. Bill Monahan seconded. Motion carried.

E. Collections

I. Collections Department Update

DISCUSSION: Robert Henning would like interns to be challenged more so more could get accomplished. He would also like to use grad students instead of undergrads. Lisa Marquiss stated that the RMA will be sponsoring two interns next summer. The plan is to have one in collections and one in education. There was general discussion about the work/study program with Gillette College. Currently there is one position available with collections.

F. Museum Program/Exhibit Report

- I. Visitation Report –There is a printed report in each packet. We served **1,562** guests in July which was down 978 or 38.5% from last July. Most of the decrease is due to not having a big July event like last year's Homestead Heritage Festival, but some is also due to slow regular visitation as well. Generally, this summer tourist season has been slow. We have picked up a few more bus tours due to the mine tour closures, but it hasn't been enough to make up for the decrease in regular visitation. For the year, we are down 304 visitors at a total of **8,970** guests. We should pick back up in August in large part due to the PGI convention where we had over 400 guests in a week.

DISCUSSION: Robert Henning said the numbers for PGI week is actually closer to around 550 once the number were updated.

II. Education Report

DISCUSSION: Stephen Zacharias and Robert Henning gave a brief update on Black & Yellow theatre on Saturdays, Archeology Fair on Sept 28, end of Dear Folks exhibit, WWII meeting.

III. Schedule

August 24 – Outreach to Ranch Roundup at Galloway Ranch
August 27 and 28: Robert to Peregrine Leadership

August 28 – Denmark FAM Tour (Stephan)
August 28 – September 6: Robert to Honduras for Mission Trip
August 29 – RMA Dance Committee Meeting,
August 31 – Joyce Jefferson as “Mahogany Lou” Marchbanks, 11:00 & 2:00
Sep. 2 – Museum OPEN on Labor Day
Sep. 9-Oct.11 – Fall Pioneer School
Sep. 6 – Coffee with the RMA President, 7:00 a.m. to 10:00 a.m.
Sep. 17 – CCRM Board and Quarterly Meeting with Commissioners, 6:00 p.m.
Sep. 19 – RMA Board Meeting, 2:30 p.m.
Sep. 21 – Final day for *Dear Folks: Letters Home from WWII* exhibit
Sep. 21 – Smithsonian Museum Day, Special Programming at 11:00 & 2:00
Sep. 22-25 – MPMA Conference in Albuquerque, New Mexico
Sep. 28 – 1st Annual Northeast Wyoming Archaeology Fair
October 13 – RMA Presents “The American Songster” Dom Flemons presenting

DISCUSSION: Volunteers needed for all events and board members encouraged to attend programs whenever possible.

G. Old Business

I. Licensing Agreement with Barb Anderson

DISCUSSION: John Daly questioned the legality of signing a contract for ten years as a board as that commits future boards. He will contact the county attorney. Tami Bishop moved to table the above contract until the Sept. meeting. Lalia Jagers seconded. Motion passed. All are encouraged to review the contract for further questions.

II. Letter to Commissioners

DISCUSSION: All board members signed the letter which will be sent out. The Sept 17th meeting is in conjunction with the commissioners so the letter will be put on the agenda.

III. Broadus Museum Trip

DISCUSSION: Rita Cossitt Mueller will contact the museum and attempt to set up a visit Sept. 10 or 11th.

H. New Business

I. FY18-19 Annual Report

DISCUSSION: none

II. Chamber of Commerce Key Service Award Nomination

DISCUSSION: The Rockpile Museum has been nominated and Robert Henning is in the process of completing the questionnaire.

III. County Communications Memo

DISCUSSION: Robert Henning shared the memo with the board members as the county does not do so.

IV. Social Media Delegation

DISCUSSION: Stephen Zacharias and Cara Reeves are approved to handle the social media aspects of the museum.

V. Delegation of Authority During Director's Absence

DISCUSSION: Angela Beenken is designated second in command in the absence of Robert Henning.

- I. **General Discussion:** *Lalia Jagers stated that her correct phone number is 660-7272.
*John Daly suggested that identifying signs be placed on all the landscaping plants outside the museum.
* Lalia Jagers wondered about name tags to be worn at museum events. Robert Henning will get tags ordered for her and Bill Monahan.
* Some discussion followed on possibly changing the name of the museum to better reflect our purpose and avoid the perception that we are a geology museum. This discussion will be continued at the Sept meeting.

J. Adjourn

There being no further business President John Daly adjourned the meeting at 7:15p.m.

The next regular board meeting and quarterly meeting with the Commissioners will be on **September 17th** with dinner at 5:30 p.m. and meeting beginning at 6:00 p.m.

August 20, 2019 Board Meeting Minutes submitted by Secretary Rita Cossitt Mueller.

CCRM Board Member

Date

CCRM Board Member

Date

September 2019 Deaccession

OBJECTID	OBJNAME	CONDITION	CREATOR	TITLE
1974.105.0001	Bed, Sofa	Good		
1974.105.0002	Chair	Good		
1974.105.0003	Chair, Rocking	Good		
1991.019.0004	Book	Fair	Otto, William N	Journalism for High Schools
1991.019.0005	Book	Fair	Metcalf, Robert C/Bright, Orville T	Elementary English
2001.200.0115	Book	Fair	Warner, E H	Key to Schuyler's Complete Algebra
2001.200.0116	Book	Fair	Hyde, Mary F	Two-Book Course in English, Book Two
2001.200.0118	Book	Fair	Shaler, N S	A First Book in Geology
2001.200.0119	Book	Fair	Horn, Ernest/Ashbaugh, Ernest J	Lippincott's New Horn-Ashbaugh Speller
2001.200.0121	Book	Fair	Walsh, John H	An Arithmetic for Upper Grades
2001.200.0123	Book	Fair	Wentworth, G A	A Textbook of Geometry
2001.200.0125	Book	Fair	Hagar, Hubert A	Applied Business English
2001.200.0126	Book	Fair	Raymond, George L	The Orator's Manual
2001.200.0127	Book	Fair		The Laidlaw Readers, Book Four
			Schweikert, H C/Miller, H	
2001.200.0128	Book	Fair	Augustus/Cook, Luella B	Adventures in Appreciation
2001.200.0130	Book	Fair	Smith, David Eugene	Primary Arithmetic
2001.200.0131	Book	Fair	Clark, S W	A Practical Grammar
2001.200.0132	Book	Fair	Ficklin, Joseph	National Arithmetic Oral and Written
2001.200.0135	Book	Fair	Arnold, Anna E	Civics and Citizenship
2001.200.0136	Book	Fair	Hamilton, Samuel	Complete Arithmetic
2001.200.0137	Book	Fair	Nichols, William Ripley	An Elementary Manual, Chemistry
2001.200.0138	Book	Fair	Jewett, Frances Gulick	Physiology, Hygiene and Sanitation
2001.200.0139	Book	Fair	Watson, J Madison	Independent Fifth Reader
2001.200.0140	Book	Fair	Claxton, Philander P/McGinniss, James	Effective English
2001.200.0141	Book	Fair	Husted-Lockwood, Sara E	Lessons in English

2001.200.0142 Book	Fair	Raub, Albert N	A Practical English Grammar
2001.200.0143 Book	Fair	Soldan, Louis	Grube's Method on Elementary
2001.200.0144 Book	Fair	Frazier, Charles R	Instruction in Arithmetic
2001.200.0145 Book	Fair	Hunt, J N	The National Speller
2001.200.0148 Book	Fair	Gordon, Emma K	The Progressive Course in Spelling, Part 2
2001.200.0149 Book	Fair	Deming, Horace G	The Gordon Readers, Fourth Book
2001.200.0150 Book	Fair		General Chemistry, an Elementary Survey
2001.200.0194 Book	Fair	Miller, Frank Justus	The Eclectic Educational Series
2001.200.0195 Book	Fair	Keats, John	Studies in the Poetry of Italy - Roman
		Pancoast, Henry S/Spaeth, John	The Practical Works of John Keats
2001.200.0196 Book	Fair	Duncan, editors	Early English Poems
2001.200.0197 Book	Fair	Longfellow, Henry Wadsworth	Longfellow
2001.200.0198 Book	Fair	Shakespeare, William	The Works of Shakespeare, vol II
2001.200.0199 Book	Fair	Shakespeare, William	The Works of Shakespeare, vol VIII
2001.200.0200 Book	Fair	Coleridge, S T	The Poetical Works of S T Coleridge
2001.200.0201 Book	Fair	Child, L Maria	Looking Toward Sunset
2001.200.0202 Book	Fair	Longfellow, Henry Wadsworth	The Complete Poetical Works of Henry Wadsworth Longfellow
2001.200.0203 Book	Fair	Browning, Robert	The Complete Poetic and Dramatic Works of Robert Browning
2001.200.0204 Book	Fair	Bouton, Archibald L, editor	Matthew Arnold Prose and Poetry
2001.200.0205 Book	Fair	Wireman, Henry D, editor	The Poems of (Friedrich) Schiller, Complete
2001.200.0206 Book	Fair	Shakespeare, William	All's Well That Ends Well
2001.200.0207 Book	Fair	Shakespeare, William	The Merchant of Venice
2001.200.0208 Book	Fair	Whittier, John Greenleaf	Snowbound and Other Early Poems of John Greenleaf Whittier
2001.200.0209 Book	Fair	Sherman, L A	What is Shakespeare?
2001.200.0210 Book	Fair	Meredith, Owen	Lucile

2001.200.0211 Book	Fair	Moody, William R	The Life of Dwight L Moody
2001.200.0212 Book	Fair	Holloway	Mothers of Great Men and Women
2001.200.0213 Book	Fair	James, Marquis	The Life of Andrew Jackson
2001.200.0214 Book	Fair	Maass, Edgar	The Queen's Physician
2001.200.0215 Book	Fair		We Knew Mary Baker Eddy
2001.200.0217 Book	Fair	Tallentyre, S G	The Life of Voltaire, 3rd Edition
2001.200.0218 Book	Fair	Steffens, Lincoln	The Autobiography of Lincoln Steffens
2001.200.0219 Book	Fair	Hawthorne, Julian	Hawthorne and His Circle
2001.200.0220 Book	Fair	Phillips, Phillip	The Song Pilgrimage Around and Throughout the World
2001.200.0221 Book	Fair	Ellet, Elizabeth F	The Women of the American Revolution, vol 1
2001.200.0222 Book	Fair	Ellet, Elizabeth F	The Women of the American Revolution, vol 2
2001.200.0223 Book	Fair	Ellet, Elizabeth F	The Women of the American Revolution, vol 3
2001.200.0224 Book	Fair	Marryat, Captain	The Privateersman
2001.200.0225 Book	Fair	Wise, Daniel	Uncrowned Kings or Sketches of Some Men of Mark
2001.200.0226 Book	Fair	Eddy, Mary Baker	Miscellaneous Writings 1883-1896
2001.200.0227 Book	Fair		The Travels of Marco Polo
2001.200.0229 Book	Fair	Eby, Mrs D C	At the Mercy of Turkish Brigands
2001.200.0230 Book	Fair	Lodge, Henry Cabot	American Statesmen: Alexander Hamilton
2001.200.0231 Book	Fair	Lockhart, J G	Life of Sir Walter Scott, vol 1
2001.200.0232 Book	Fair	Lockhart, J G	Life of Sir Walter Scott, vol 2
			History of the United States from the Discovery of the American Continent, vol 1
2001.200.0248 Book	Fair	Bancroft, George	

2001.200.0249 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 2
2001.200.0250 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 3
2001.200.0251 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 4
2001.200.0252 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 5
2001.200.0253 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 6
2001.200.0254 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 7
2001.200.0256 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 8
2001.200.0257 Book	Fair	Bancroft, George	History of the United States from the Discovery of the American Continent, vol 9
2001.200.0259 Book	Fair	Meyers, P V N	A General History for Colleges and High Schools
2001.200.0260 Book	Fair	Meyers, P V N	A General History for Colleges and High Schools
2001.200.0261 Book	Fair	Dickens, Charles	A Child's History of England
2001.200.0262 Book	Fair	Clark, D W	Historical Sketches or Narratives of Striking Events in the Course of Human Affairs

2001.200.0263 Book	Fair	Gibbon, Edward	The History of the Decline and Fall of the Roman Empire, vol 3
2001.200.0264 Book	Fair	Gibbon, Edward	The History of the Decline and Fall of the Roman Empire, vol 4
2001.200.0265 Book	Fair	Gibbon, Edward	The History of the Decline and Fall of the Roman Empire, vol 5
2001.200.0266 Book	Fair	Porter, Jane	The Scottish Chiefs
2001.200.0267 Book	Fair	Larned, J N	History for Ready Reference, vol 2 El Dorado to Greaves
2001.200.0268 Book	Fair	Robbins, Elizabeth	Our Philadelphia
2001.200.0269 Book	Fair	Irving, Washington	The Discovery and Conquest of the New World
2001.200.0270 Book	Fair	Howell, D Z	The World's Book of Knowledge and Universal Educator
2001.200.0272 Book	Fair	Lossing, Benson J	The Countries of the Western World
2001.200.0273 Book	Fair	Morris, Charles, Editor	The San Francisco Calamity by Earthquake and Fire
2001.200.0274 Book	Fair	Breasted, James Henry	The Conquest of Civilization
2001.200.0275 Book	Fair	Hammerton, John/Barnes, Harry Elmer, Editors	The Illustrated World History
2001.200.0277 Book	Fair	Henderson, Ernest F	A Short History of Germany, vol 1
2001.200.0278 Book	Fair	Henderson, Ernest F	A Short History of Germany, vol 2
2001.200.0279 Book	Fair	Kane, Elisha Kent	Arctic Explorations: The Second Grinnell Expedition in Search of Sir John Franklin, vol 1
2001.200.0280 Book	Fair	Kane, Elisha Kent	Arctic Explorations: The Second Grinnell Expedition in Search of Sir John Franklin, vol 2
2001.200.0281 Book	Fair	vonSchierbrand, Wolf	Germany: The Welding of a World Power
2001.200.0282 Book	Fair	Cable, Mildred/French, Francesca	The Gobi Desert
2001.200.0283 Book	Fair	Roosevelt, Theodore	Colonial Policies of the United States

2001.200.0284 Book	Fair	Emerson, Edwin Jr/Miller, Marion Mills	The Nineteenth Century and After, vol 1 1800-1821
2001.200.0285 Book	Fair	Emerson, Edwin Jr/Miller, Marion Mills	The Nineteenth Century and After, vol 2 1822-1860
2001.200.0286 Book	Fair	Emerson, Edwin Jr/Miller, Marion Mills	The Nineteenth Century and After, vol 3 1861-1906
2001.200.0288 Book	Fair	Mace, William H	A Primary History, Stories of Heroism
2001.200.0289 Book	Fair	Mayo, Katherine	Mother India
2001.200.0290 Book	Fair	Krapp, George Phillip	America, The Great Adventure
2001.200.0291 Book	Fair	Elson, Henry W	Modern Times and the Living Past
2001.200.0299 Book	Fair	Montgomery, D H	The Beginner's American History
2001.200.0302 Book	Fair	Hough, Emerson	The Way to the West
2001.200.0303 Book	Fair	Hawtrey, Emily (Mrs H C)/Flattery, Amanda M	A Short History of Germany
2001.200.0304 Book	Fair	Boyd, Mary Sumner	The Woman Citizen
2001.200.0306 Book	Fair	Powers, H H	America Among the Nations
2001.200.0514 Book	Fair	Churchill, Winston	Coniston
2001.200.0530 Book	Fair	Churchill, Winston	A Modern Chronicle
EC0853 Parasol	Fair		Parasol

COLLECTIONS DEPARTMENT UPDATE

9-12-2019

The Collections Assessment and Inventory is in process. The focus currently is the scrapbooks and books. There are currently 84 scrapbooks in the collection and 2634 items with the object name book. Each scrapbook will be boxed either in premade archival boxes or custom archival boxes which are made on site. An assessment of the collection will be written. A one-year project timeline of goals has been created.

Deaccession

There are currently 116 items for deaccession consideration this month. They are primarily books that have little or no provenance. There are a few books that will be maintained as props for staff use in programs and exhibits. There is a parasol that was used in the Grandma's Attic hands on area that has deteriorated beyond repair and the chairs and couch used in the Kintz Room for guests to use.

Cataloging

There are approximately 836 total items remaining in the backlog. December 2018, January 2019, February 2019, and April 2019 are completed. The June 2019 donations are currently being cataloged; there are approximately 15 items remaining that will be completed by September 18th.

The items donated in May 2019 will cataloged next; there are approximately 202 items to catalog for May.

There are approximately 289 items to catalog from June 2018 and approximately 333 items from March 2019.

The current goal is to complete the backlog by March 1, 2020.

Gillette College Work Study

An interview was conducted with a Gillette College student for the collections department work study job posting. The job was offered to the student and we are awaiting a response of acceptance. The goal will be to select an area where the student can assist with the inventory project.

Volunteers

Currently, volunteers are working on scanning the Reece diaries and cataloging props and lithics. They will also be assisting in the deaccessioning process. As the scrapbook and book inventory proceeds, a volunteer to scan the scrapbooks will be sought.