

*Collect. Preserve. Educate.*  
*The Campbell County Rockpile Museum tells the story of the Powder River Basin.*

**Minutes of the Regular Meeting of the CCRM Board of Directors  
December 17, 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 Board President John Daly, presiding officer.

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

Museum Staff: Director Robert Henning, Registrar Angela Beenken, and Museum Educator Stephan Zacharias

Absent:

Guests: Brandy Elder, CC Director of Human Resources/Risk Management

Historical Moments:

Stephen: Hawaiian cowboys in Cheyenne 1906

Lalia: Gold hunters in Weston County 1922

Brandy: Duck feather collectors 1943

Rita: Museums visited on her Philly/W. Virginia trip Nov. 2019

John: 1933 First time Nat. anthem was played in a ball game Reds vs Cubs

Robert: Campbell Co. formed in 1911 with one dissenting vote (from Weston Co.)

**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**

September 17, 2019 Special Meeting Minutes  
September 19, 2019 Special Meeting Minutes  
November 12, 2019 Special Meeting Minutes  
November 19, 2019 Minutes from the Regular Monthly Board Meeting  
December 12, 2019 Special Meeting Minutes

## Expense Report

As of December 17th, there are 14 purchase orders from the regular budget to be approved and paid totaling \$4,683.01. There are numerous outstanding invoices including First National Bank Visa, Walmart, Gaylord Archival, WWII Impressions, Inc., and DEMCO.

The December 2019 vouchers are as follows:

Cara Reeves Mileage Reimbursement	\$11.48	
Menards	\$33.48	
Robert Henning Mileage Reimbursement	\$30.74	
Arbuckle Lodge		\$69.00
Gillette News Record		\$170.00
Gillette Printing and Engraving		\$196.55
Glendale Parade Store LLC	\$482.00	
Gillette Printing and Engraving		\$196.55
City of Gillette Utilities		\$688.89
Black Hills Energy	\$666.67	
Campbell County Chamber of Commerce	\$50.00	
Gaylord Archival	\$1,337.99	
Gaylord Archival	\$616.47	
Gaylord Archival	\$133.19	

For the month of November, there were 11 vouchers from our regular accounts totaling \$3,303.26 and one vouchers from 1% accounts totaling \$330.02.

Board Member Lalia Jagers signed the following late month vouchers after the regular meeting including:

First National Bank Visa 2962	\$378.42
First National Bank Visa 9833	\$637.17
Walmart	\$100.79

Angela Beenken signed one voucher in the absence of a board member:  
North Park Transportation \$142.60

**REVENUE UPDATE:** As of 12/9/2019 the Museum Gift Shop has gross receipts of \$6,778.67 for FY19-20. This is down about \$600 from last year's pace.

**BUDGET VARIANCE for FY19-20 as of December 17, 2019 (see attached)**

John Daly asked the board if they wished for any items to be removed from the consent agenda. No items were requested removed. The following corrections were noted, moved, voted on, and approved:

- Add Bill Monahan to as attending to the Sept. 17, 2019 Special Mtg. Minutes
- Add Bill Monahan to as attending to the Sept. 19, 2019 Special Mtg. Minutes
- Add Bill Monahan to as attending to the Nov. 12, 2019 Special Mtg. Minutes
- Add Bill Monahan to as attending to the Dec. 12, 2019 Special Mtg. Minutes

Lalia Jagers moved to approve all items of the consent agenda as corrected; Tami Bishop seconded the motion; motion approved unanimously.

## D. Collections

### I. Collections Department Update

**DISCUSSION:** Robert Henning reported that no de-accessioning has been done since September.

### II. Professional Development Update from Registrar Angela Beenken

**DISCUSSION:** Angela Beenken was on hand to report on her MPMA Conference. She had a lot of interesting information and the board asked many questions. John Daly asked her what SHE felt she could use at the Rockpile.

- Bilingual labels on exhibits
- Community based archives
- Cloud version of Past Perfect
- Community curated space

## E. Museum Program/Exhibit Report

- ### I. Visitation Report –There is a printed report in each packet. Visitation continues to be slow. We served **460** guests in November which was down 174 or 27.4% from last November. For the year, we are down 363 visitors at a total of **12,582** guests. At this point, it looks like we will fall short of last year's mark.

**DISCUSSION:** The downturn in attendance is due to both a through-the-door decrease and a decrease in programming.

### II. Education Reports

**DISCUSSION:** Penny Schroder's report is in the board packet.

Stephen Zacharias reported that the Sioux nation event on Nov. 23<sup>rd</sup> was positively received. Besides the usual Saturday Black and Yellow Theatre, he has also presented to the evening Rotary on Dec. 3, organized the 1<sup>st</sup> Amendment/Prohibition Day event on Dec 5<sup>th</sup>. It was noted that this event drew many new people to the museum. He also worked on the Dec. 10<sup>th</sup> senior outreach—WY Day presentation.

Cara Reeves has started work on the Archeology Fair 2020—let's hope for better weather!

Rita Cossitt Mueller started a conversation about the need for CCSD to realize the impact the Rockpile Museum has each year on county students.

After some discussion Rita Cossitt Mueller moved to present facts on the time, resources, staff, and volunteer hours that the museum provides for CCSD students to the CCSD. Lalia Jagers seconded. Motion passed unanimously.

Items to be pointed out:

WWII Days for every 6<sup>th</sup> grader

Pioneer School for 3<sup>rd</sup> and or 4<sup>th</sup> graders

Museum participation in Ag. Expo for 3<sup>rd</sup> graders

Question for CCSD: How can we serve the Jr. and Sr. high school students?

### III. Exhibit Report

**DISCUSSION:** In Pursuit of Equality Photo Exhibit in the gallery

### IV. Schedule

Dec. 19 – RMA Dance Committee Meeting, 1:30 p.m.

Dec. 19 – RMA Board Meeting, 2:30 p.m.

Dec. 24 – Museum Closes at Noon for Christmas Eve

Dec. 25 – Museum CLOSED for Christmas

Jan. 1 – Museum CLOSED for New Year's Day

Jan. 3 – Coffee with the Museum Director, 7:00 a.m. to 10:00 a.m.

Jan. 14 – Senior Outreach Programs

Jan. 16 – RMA Board Meeting, 2:30 p.m.

Jan. 18 – Family Day: Weather, 10:00 to 12:00 noon

Jan. 21 – CCRM Board Meeting, 6:00 p.m.

Jan. 25 – Recluse Community Chili Cookoff

**DISCUSSION:** Robert Henning will again be cooking at the Recluse Chili Cookoff

## F. Old Business

### I. Museum Storage

**DISCUSSION:** Bill Beastron from the county has been to evaluate. Some items will have to be relocated. All board members as staff in attendance felt the annex renovation was the best decision.

### II. Fiber Optic Cable Update

**DISCUSSION:** Robert Henning reported that the cable is now IN the building and we are waiting for the county IT department. The new cable will allow use of the new interactive board and make the Past Perfect program much more user friendly.

### III. FY20-21 Budget Preparations

**DISCUSSION:** Robert Henning reported that he will have a draft ready for the January meeting. He asked for any other budget requests. Rita Cossitt Mueller asked if the installation of Eugene the Bison would need funding. It was determined that it probably would not. New board members were brought up to date on Eugene.

### IV. Eugene Bison Sculpture

**DISCUSSION:** WYDOT has given us a go for the sculpture. Now we wait for spring. There was some discussion on serving bison burgers for the unveiling for a charge. More discussion to come as the event approaches.

## G. New Business

### I. Love on the Range – S. Rex Carnegie Proposal – Stephan Zacharias

**DISCUSSION:** Stephen Zacharias gave us a run through on what this is along with a flyer. Tami Bishop moved to have the program. Bill Monahan seconded. Motion carried. Tami Bishop moved to transfer funds in the budget to pay for the program. Rita Cossitt Mueller seconded. Motion carried. Lalia Jagers moved to amend the motion to include “funds of \$2,000.00”. Bill Monahan seconded. Motion carried.

**H. General Discussion:** Bill Monahan said he would be gone (south) for the January and February meetings but would like to participate via phone. Robert Henning will investigate installation of conference call capabilities.

Rita Cossitt Mueller discussed a possible winter museum visit as opposed to waiting for spring. Looks like January will be the best choice. She will contact the museums (Belle Fourche, SD and High Plains Museum outside Spearfish, SD) and arrange a date.

## I. Executive Session - Personnel

Bill Monahan moved to convene an executive session for the purpose of discussing personnel matters. Lalia Jagers seconded the motion. No debate. Motion passed unanimously. Stephen Zacharias left the meeting. Lalia Jagers refrained from speaking because of the presence of her daughter, Brandy Elder.

Rita Cossitt Mueller moved to adjourn the executive session and return to the regular agenda. Tami Bishop seconded the motion. No debate. Motion passed unanimously.

**J. Other Business:**

Rita Cossitt Mueller moved to approve \$1,350.00 from the budget for Cara Reeves to attend the AAM conference in San Francisco. Bill Monahan seconded. Motion carried. Cara is encouraged to secure other funding for the remainder of the costs or wait until next year and include the conference in the budget request. It was noted that currently the staff development budget is \$5,500 yearly. John Daly would like to see that increase. It is important to plan for the conferences before the budget is submitted to the county.

**K. Adjourn**

There being no further business Tami Bishop moved to adjourn the meeting; Lalia Jagers seconded the motion, meeting was adjourned by Board President Daly at 8:04 p.m.

The next regular board meeting and will be on **January 21<sup>st</sup>** with dinner at 5:30 p.m. and meeting beginning at 6:00 p.m.

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December 17, 2019 Board Meeting Minutes submitted by Secretary Rita Cossitt Mueller

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CCRM Board Member

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Date

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CCRM Board Member

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Date