



*Collect. Preserve. Educate.*

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

**Minutes of the Quarterly Meeting of the Campbell County  
Commissioners and CCRM Board of Directors and the  
Regular Monthly Meeting of the CCRM Board of Directors  
December 15, 2020  
Rockpile Museum, 6:00 p.m.**

**A. Call to Order and Introductions**

The quarterly commissioners meeting was called to order at 6:15 pm. The meeting was a virtual meeting.

Lucas Fralick reiterated the history of the Rockpile Museum Strategic plan, and requested the commissioners acquaint themselves with the working strategic plan. Lucas also advised the attendees of the goals that apply for social media. Lucas stated that social media components are an important part of the strategic plan, particularly with looming budget cuts.

Commissioners Bell and Faber stated they are still waiting for a policy change in order to affect any action on the social media issue. It is still pending. Faber stated she would make a note to follow up on the subject.

Rita Cossitt Mueller stated the museum needs its own social media presence, and she did not want the museum to, "Go backwards."

Rusty Bell stated the commissioners would present an updated medical costs breakdown to the museum as soon as possible.

Charlene Busk thanked the commissioners for acknowledging her prior comments on the need to make the front of the museum more presentable.

Bill Monahan made a motion to adjourn the meeting with the commissioners. Lucas Fralick seconded the motion. The quarterly meeting with the commissioners was adjourned at 6:26 p.m.

The people attending the quarterly commissioners meeting were: Rita Cossitt Mueller, Tami Bishop, John Daly, Lucas Fralick, Rusty Bell, Bob Maul, Coleen Faber, Susan Saunders, Robert Henning, Angela Beenken, Stephan Zacharias, Cara

Reeves, Charlene Busk, and Del Shelstad connected after the meeting with the Commissioners had already ended.

D.G. Reardon and Carol Seeger did not attend.

The next quarterly meeting is scheduled for March 16, 2021.

The regular December 2020 Museum Board Meeting was called to order at: 6:27 pm

## **B. Approval of Agenda**

Lucas Fralick moved to approve the agenda. His motion was seconded by John Daly. The motion was carried unanimously.

## **C. Consent Agenda**

Robert added more expenses to the consent agenda. Cossitt Mueller had questions about budget variance. There was no further discussion on the consent agenda.

Lucas Fralick made the motion to approve the amended consent agenda. His motion was seconded by Tami Bishop. The motion was unanimously approved.

## **D. Collections and Exhibits**

### **I. Collections/Exhibits Department Update**

Angela Beenken updated the board about continued cataloging. She spoke about continuing with the social media posts. She mentioned a number of important volunteers helping the staff. She stated researchers across the country are talking about the importance of on-line access to collections and exhibits.

Angela also spoke about Charlene Busk working to digitizing the museum legal collection (deeds of gift, donor files).

Angela stated that Cara is already working on the 2021 Archeology Fair. The paintings have been removed from the courthouse and are in storage. Angela also spoke extensively about the DPLA program.

### **II. Collections Report**

Cara spoke about the nine donations on the current collections report. Rita Cossitt Mueller asked if we purchase yearbooks, or if we rely on donations. It was reported that we rely on donations due to the provenance attached to the donation. She then asked about the importance of accepting the window weights from the Montgomery Bar/Hotel. Angela stated the window weights themselves could prove to be an interesting future topic, given they are no longer a part of

window construction. Cossitt Mueller then asked about the cash register's current status. Cara clarified the status.

Staff revised their recommendations to Decline the American Rifleman magazines and Decline the satellite image of Washington D.C.

After discussion, Tami Bishop made the motion to approve the revised staff recommendations. Bill Monahan seconded the motion. The motion carried unanimously.

## **E. Museum Program Updates**

### **I. Visitation Report**

There were no significantly major changes to the visitor numbers. The numbers remain low.

### **II. Education Reports**

Penny's report was made available. Robert spoke about the virtual WWII presentation for participating schools. Charlene expressed her approval of the Prohibition Programming Report. The final count was \$480.00 worth of ticket sales and Pizza Carrello donated an additional \$200.00. About 6 guests tuned in to listen to the four speakers.

The next virtual experience will be the Homestead Experience in the homestead cabin. Stephan is working with the Homestead National Monument of America to present the program. It will be about an hour-long program.

More programming will be determined. The museum has applied to be a host site for a National Association for Interpretation to present a Certified Interpretive Guide Training Workshop. The course will be a 32-hour course run on February 24-27. A maximum of 15 people can attend.

Tami Bishop encouraged the entire museum staff be required to participate.

### **III. Schedule**

Nov. 19 – RMA Board Meeting

Robert stated the RMA Board meeting location has been moved to Calvary Community Church.

Nov. 26,27 – Museum Closed for Thanksgiving and Employee Appreciation

Robert added the Recluse Chili Cookoff remains scheduled for January 23<sup>rd</sup> in Recluse.

## **F. Old Business**

### **I. Social Media**

The museum board is disappointed that the Commissioners have not investigated this matter after repeated requests. It was discussed that the Museum Board has custody and control of the museum, and the board doesn't need the permission of the Campbell County Commissioners to approve the museum's use of social media.

Lucas Fralick then made the motion for the board to re-establish a social media presence. Tami Bishop seconded the motion.

Rita then stated she would like to see something written up a little more formal to place in front of the commissioners. Rita stated she thought it would be a good idea to keep the commissioners informed as needed.

Robert stated social media would not be a complicated process for the staff. He encouraged the board to trust the staff's involvement to get the program started according to best practices.

Tami stated if Robert and the staff are able to operate social media so we could be free of litigation, she would approve the use of social media. Robert added that it is his belief this would be the Museum Board taking this step, and that these would be the Board's pages. They may not be subject to the county's social media policy at that point. It was again stated we have asked the commissioners to look at this policy for the last three quarterly meetings and they have not followed up on the request.

After discussion, the motion was carried unanimously.

### **II. Museum Admission Fees:**

Rita asked if the admission fees would go into the general fund? Robert stated they would. Rita was hopeful the admission fee totals would be an off set for the budget. Robert stated that was a subject that needed to be talked about with the commissioners.

Robert stated he needed more guidance on the age limit, group rate, etc. Stephan asked, and Robert confirmed that the museum qualified as a Blue Star Museum.

Stephan offered that our museum could follow the Blue Star pricing structure. Pricing could be \$10.00 general admission. \$8.00 per person for group admission, \$5.00 for Seniors and Students. Stephan added that active duty and veterans get in free with their military identification. Robert stated he was still uncertain about the \$10.00 fee. He preferred to check with area museums and see how they were doing. He is concerned that the pricing structure was perhaps

too high. Angela was concerned about the Museum not being a destination museum. Stephan stated that free museums are generally by-passed by travelers. He stated people will pick the museum that charges a fee. Angela remained concerned about a pricing structure, particularly during COVID. Stephan stated when COVID is over, businesses like museums will be flooded with people. Stephan added we should be marketing to travelers on I-90. When asked by Angela, Stephan stated the “up-tick” in traveling visitors should start around August or September. Robert stated he was a little concerned with presenting an admission fee that travelers would find to be too expensive, but we do need an admission fee.

Rita stated that, in the future, she would appreciate the museum keep track of people who refuse to enter due to the admission price.

A motion was offered by Bill Monahan to allow staff to start a pricing structure based on the Blue Star Museum standards to allow Robert and his staff to come up with standards over the next month and we go with the ten-dollar admission fee and see how it works. Lucas seconded the motion. Robert asked for clarification. Adult pricing would be \$10.00 with adults be classified at over either 12 or 16. Bill agreed pricing should be determined by staff.

The motion passed with no opposition.

### III. Joint RMA and Museum Board meeting:

It was agreed the joint meeting will be held on January 21, 2021 at 2:30 p.m. if the RMA agrees to host us during their normal meeting time.

## **G. New Business**

### I. 2021-2022 budget

The final budget cut number from the Commissioners is yet to be determined. Robert added the deepest he could reasonably cut into operating costs is about 11%.

John Daly added that we need to generate income outside the budget through admission fees and sponsorships.

### II. Annual Report

Director Henning has prepared the museum’s annual report for the Commissioners’ Office. Board recommended no changes or corrections. Robert will submit the annual report.

**H. General Discussion:**

The crosswalk is still a “go.”

Experience Works is being taken over by AARP. Robert is hopeful we can remain a “Host Site.”

When asked, Robert updated Debbie’s health.

NAARVA (National African American RV Association) still plans to come to Campbell County in July to CAM-PLEX. Robert has been in contact with the association. We will honor free admission for the association members if our admission fee is up and running at that time.

The museum received a ‘Lumber Donation” from Sherry Lowell. White cedar from the Michigan U.P. It will be used in the Museum Annex to cover the new white wall of the new storage. Parks and Recreation is assisting with the project.

Railroad Exhibition set-up is continuing.

The Tyler Financial system is still being worked on.

Robert stated next year they are going to try and focus on exhibits again, particularly homesteading.

**I. Executive Session:**

Lucas made a motion we enter executive session for a discussion on personnel and real estate. The motion was seconded by John Daly. Rita Cossitt Mueller opened executive session at 8:00 pm.

Lucas moved to leave executive session. Tami seconded. The board left executive session at 8:25pm. No action was taken following executive session.

**J. Adjourn**

There being no further business, President Cossitt Mueller adjourned the meeting at 8:25 p.m. The next regular board meeting will be on January 21, 2021 at 2:30 p.m.

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December 15, 2020 Board Meeting Minutes submitted by Bill Monahan.

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CCRM Board Member

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Date

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CCRM Board Member

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Date