



Collect. Preserve. Educate.

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

**Agenda for the Regular Monthly Meeting
of the CCRM Board of Directors
April 20, 2021
Rockpile Museum, 6:00 p.m.**

A. Call to Order and Introductions

The meeting was called to order at 6:03 pm by Board President Rita Cossitt Mueller. Board Members attending; Rita Cossitt Mueller, Lucas Fralick, Bill Monahan, Tami Bishop.

Museum Staff attending; Robert Henning, Stephan Zacharias

Absent; Board Member John Daly

Guest: Sandy Holyoak from the Rockpile Museum Association

B. Approval of Agenda

Lucas Fralick requested the addition of “Field Trip Options” in the agenda. Tami Bishop seconded the amendment and it passed. Lucas Fralick then moved to approve the agenda as amended. Tami Bishop seconded the motion. It was unanimously approved.

C. Consent Agenda

Approval of Minutes

March 16, 2021 Regular Meeting Minutes

Expense Report

As of April 20th, there are thirteen purchase orders from the regular budget to be approved and paid totaling

\$3,344.85. There are still outstanding invoices from First National Bank Visa, Black Hills Energy, and Walmart that will need board approval following the meeting.

The April 2021 vouchers are as follows:

City of Gillette	\$756.92
FarCountry Press	\$112.96
Norco	\$199.57
Chichester Inc.	\$250.22
CC Chamber of Commerce	\$780.00
Historical Folk Toys, LLC	\$646.55
Vista Leasing Company	\$98.00
Rocky Mountain Business Equipment LLC	\$88.70
Menards	\$219.58
Henning Mileage Reimbursement	\$19.21
Coca-Cola Bottling High Country	\$90.00
FarCountry Press	\$23.14
CC Chamber of Commerce	\$60.00

For the month of March, there were thirteen vouchers from our regular accounts totaling \$5,871.66 and five 1% requests totaling \$2,751.31.

Bill Monahan signed the following late month invoices:

Gaylord Archival	\$494.08
Black Hills Energy	\$979.20
Walmart	\$36.96

Lucas Fralick signed the following late month invoices:

First National Bank Visa - 2962	\$407.85
Walmart - 1% Youth	\$27.28
Sir Speedy - 1% Youth	\$1,313.28
First National Bank Visa - 2962 - 1% Youth	\$187.50

REVENUE UPDATE: As of 4/16/2021 we have brought in \$7,756.94 in revenue. All but \$12.06 of this was in gift shop sales. Sales have been better as of late, but we will likely fall short of our revenue estimate this fiscal year.

BUDGET VARIANCE for FY20-21 as of April 16, 2021

Lucas Fralick moved to approve the Consent Agenda as presented. Bill Monahan seconded the motion. It was unanimously approved.

D. Collections and Exhibits

I. Collections/Exhibits Department Update and Collections Report

Board reviewed the Collections Update as submitted by Angela Beenken. There was a short discussion about the current Internship Applications.

II. Collection Report

Robert went over the staff recommendations regarding the donations. There was discussion about donation #4. Lucas Fralick moved to approve the Collections

Report except for donation #4 which the board sent back for further research by staff. Seconded by Bill Monahan. The amended motion passed unanimously.

E. Museum Program Updates

I. Visitation Report

Mr. Henning stated there was not much to add other than the visitation numbers are slowly increasing.

II. Youth Education Report

Robert Henning shared Penny Schroder's written report including a recap of WWII Day, an update on Pioneer School, and a little bit about the Gift Shop.

III. Adult and Outreach Report

Stephan Zacharias gave an oral report on his work in the adult and outreach portions of our Education Department.

IV. Schedule

Robert went over the upcoming schedule, particularly a June 19, 2021 book signing for Christine Gillette and her book; A Story Nearly Told: Histories of a Wyoming Homestead.

F. Old Business

I. Social Media

There was discussion about Twitter not being allowed as being part of the Museum Social Media program. It was agreed that Lucas would complete a letter to the commissioners regarding the need for Twitter being included in the Museum's Social Media Program. The other Board Members will review and sign off on the letter.

II. POS System Update

Payment to the vendor has been approved and the "hardware" should arrive soon.

III. Admission Fee Schedule Finalization

Lucas Fralick made a motion that Large Group Rates will be negotiable. Bill Monahan seconded the motion. The motion approved unanimously.

IV. Facility Rental Fee

The Museum is working on determining rental fee structures for the various buildings on-site.

G. New Business

I. Brief Updates from Director Henning

Director Henning updated the board on the following; Building Bender event, downtown walking tours, CWAM conference, Water fountain/bottle filling station install, group visit on June 20th, website changes, new volunteer, RMA dance fundraiser, county auction, and RMA intern decision.

II. Field Trip Options

Board discussed several potential field trips for board/staff education. Also, President Cossitt Mueller would like to have everyone out to the ranch for a summer picnic.

H. General Discussion

The Campbell County Historical Society Barn Tour is scheduled for 07-24-2021.

I. Adjourn

The meeting was adjourned at 7:54 pm.

The next regular board meeting will be on May 18, 2021 at 6:00 p.m. at the Rockpile Museum.