



**Minutes of the Regular Monthly Meeting  
of the CCRM Board of Directors  
May 18, 2021  
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 Rita Cossitt Mueller, presiding officer.

Present: Museum Board Members: Rita Cossitt Mueller, Lucas Fralick, Tami Bishop, and John Daly

Museum Staff: Director Robert Henning

Guests: Jerry Morel, RMA Board of Directors

Absent: Bill Monahan

Roll Call Notes: Favorite Desserts

Robert Henning—Saw Dust pies (remembers them being a big auction item 'back home')

Jerry Morel – Bread Pudding (he's currently working on baking the 'perfect one')

John Daly – Cranberry Sherbet (homemade for the holidays)

Rita Cossitt-Mueller – Rhubarb, Banana Cream Pies (must be homemade)

Lucas Fralick – Carrot Cake (grandma makes the best)

Tami Bishop – Carrot Cake (Aunt Harriet's cake, "the neighbor's request it")

## B. Approval of Agenda

Board reviewed agenda and Rita Cossitt Mueller called for changes or corrections. No changes were requested. Lucas Fralick moved to approve the agenda as published, John Daly seconded the motion. Motion passed unanimously.

## C. Consent Agenda

### Approval of Minutes

April 20, 2021 Regular Meeting Minutes

### Expense Report

As of May 18th, there are seventeen purchase orders from the regular budget to be approved and paid totaling **\$5,776.78**. There is at least one outstanding invoice from First National Bank Visa that will need board approval following the meeting.

The May 2021 vouchers are as follows:

Arcadia Publishing	\$321.86
Vista Leasing Company	\$98.00
Source Office and Technology	\$155.28
American Alliance of Museums	\$550.00
Reeves Mileage Reimbursement	\$13.28
Reeves Expense Reimbursement	\$20.97
Rockpile Museum Association	\$200.00
Certified Folder Display Service, Inc.	\$2,103.98
Longleaf Services	\$122.84
Rocky Mountain Business Equipment	\$40.54
AASLH	\$210.00
Menards	\$12.99
City of Gillette	\$687.13
Henning Mileage Reimbursement	\$15.34
Shoshone Distributing Co. Inc.	\$424.32
Blick Art Materials	\$221.85
Black Hills Energy	\$578.40

For the month of April, there were nineteen vouchers from our regular accounts totaling \$7,672.77 and two 1% requests totaling \$541.81.

Lucas Fralick signed the following late month invoices:

Sue Collins	\$120.00
Action Lock and Key	\$6.00
Walmart	\$109.15
Black Hills Energy	\$562.13
First National Bank Visa	\$1,530.64
Target Digital Solutions	\$2,000.00
First National Bank Visa - 2962 - 1% Youth	\$315.16
First National Bank Visa - 2962 - 1% Senior	\$226.65

**REVENUE UPDATE:** As of 5/18/2021 we have brought in \$8,678.02 in revenue. All but \$12.06 of this was in gift shop sales.

**BUDGET VARIANCE for FY20-21 as of May 18, 2021**

**Rita Cossitt Mueller 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; Lucas Fralick seconded the motion; motion approved unanimously.**

#### **D. Collections and Exhibits**

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

Board reviewed submitted report. Board inquired about what the “archives project,” was for the incoming RMA intern, Kayci Kruhmin who will be working in collections over the summer. Director Henning made it clear he would find more information to share with the Board on this matter.

Board suggested Elder Williams could use more training to better expand his job duties and assist in overall museum work.

##### **II. Collections Report**

Board discussed the incoming items with Director Henning. Nothing particularly interesting of note.

**A motion was made by Lucas Fralick to approve the staff recommendations regarding the donations; seconded by Tami Bishop. Motion passed 3 votes to 1.**

##### **III. Deaccessions**

Board felt that more research was needed before deciding on the scintillators. **A motion was made by Lucas Fralick to table the deaccessions for next meeting until more research can be done on one of the scintillators. Seconded by John Daly. Passed.**

#### **E. Museum Program Updates**

##### **I. Visitation Report**

April visitation was 100% better than last year!! Numbers will be coming in from the Children’s Festival.

## II. Youth Education Report from Penny Schroder

Board enjoyed reading the youth education report. Some virtual Pioneer School teaching was done by volunteer, Kathy Kintz. Kathy also taught in-person Pioneer School to John Paul II students. The Board greatly appreciates her efforts. Penny sent out quite a few materials by request to area school to support their teaching of Campbell County's pioneer schools. Staff members, Penny and Stephan will be promoting the museum at the upcoming Summer Kick Off Reading Program at Campbell County Public Library. The Board appreciates their efforts at promotion and raising awareness of our museum by providing hands-on learning activities. Penny is being trained on the Fixed Assets program and will be Director Henning's back up. The Board is happy to see staff sharing in the museum operations such as this example. Thank you, Penny.

## III. Adult and Outreach Report from Stephan Zacharias

Board supports the work of Adult outreach being done by Stephan. A written report was submitted by Stephan and the Board realizes and values the positive visibility Stephan's outreach and relationship building throughout the region and beyond is producing for our museum. Board looks forward to hearing more about the community meetings for the 'Vietnam Wall' programming that Stephan is attending.

## IV. Other Events

On July 13th, Jerry Enzler, Retired Director of the National Mississippi River Museum in Dubuque, Iowa, will be a guest at the museum discussing his book, Jim Bridger – Trailblazer of the West. Rita Cossitt-Mueller suggested that while Mr. Enzler is here, possibly a workshop might be scheduled for interested staff, Board member, and museum stakeholders.

John Daly suggested that The Rockpile Museum send a gift in honor of the opening of The Crook County Museum at 'Old Stony'. Maybe an historic photo of when Campbell County was part of Crook County was an idea favored by the Board.

## V. Schedule

May 18 – International Museum Day  
May 18 – CCRM Board Meeting, 6:00 p.m.  
May 20 – Dance Through the Decades Meeting, 1:00 p.m.  
May 20 – RMA Board Meeting, 2:30 p.m.  
May 31 – Museum OPEN on Memorial Day  
June 5 – CCPL Summer Reading Kickoff, 11:00 to 2:00  
June 5 – Dance Through the Decades, 5:30 p.m.

June 7-13: Museum Week on Social Media  
June 15 – CCRM Board Meeting and Quarterly Meeting with Commissioners  
June 16 – GALI Visit to Museum, 8:00 a.m.  
June 17 – RMA Board Meeting, 2:30 p.m.  
June 19 – Christine Gillette presents “A Story Nearly Told,” 1:00 p.m.  
June 26 – Our Wyoming Life Ranch Roundup Outreach  
July 4 – Museum OPEN 10:00 a.m. to 2:00 p.m.  
July 10 – Jim Bridger and the Bard, 10 and 3  
July 13 – Jim Bridger and the Bard, 10 and 3  
July 13 – Jerry Enzler - “Jim Bridger: Trailblazer of the American West”, 7p.m.  
July 15 – RMA Annual Membership Dinner, 5:30 p.m.  
July 19-24: Guest Joyce Jefferson performs during NAARVA Rally

## **F. Old Business - None**

## **G. New Business**

### **I. Museum Crosswalk Grant Award**

Board is excited to see this finally happen and come together, a few snags, but still going forward. County Staff noticed a discrepancy in the amount of the grant that needed correcting, so that is the most recent holdup.

### **II. Brief Updates from Director Henning**

POS is in place soon and trainings will be conducted as necessary. Looking for a trailer for building a mobile homestead shack exhibit on it. The Board sees expanding programming opportunities coming out of this project. Devon, True Oil, Northern Production were companies suggested for donations of projects like this one. Rita Cossitt-Mueller suggested building the homestead shack on a skid for easy mobility. Director Henning will co-host the Administrative Caucus with Darren Edmonds on June 1<sup>st</sup>. Robert is also working with the planning committee on hosting the Pathfinder Camporee to be held at Cam-Plex in August 2024. Robert noted a donation of materials from Associated Glass in the amount of \$423.45. Staff took a True Colors training through Human Resources.

### **III. Ideas for the Future of the Museum – John Daly**

John Daly discussed at length the need for an updated mission statement. He believes the focus should be more on event centric as opposed to the present geo-centric. It needs to be events centric. (Agricultural, Western Expansion, Oil & Gas Discovery, etc.)

\*Native plants displayed and labeled outside the museum

\*Accession/Deaccession- most important job of Board member. Staff needs to be more informed in regional history pertaining to this, IE: the method of information needed before making a recommendation. Maybe ‘advertising’ for artifacts

- needed ~ a shopping list. Financing and advertising for artifacts is suggested. Exhibit specific shopping lists. Marketing/advertising used to fund exhibits.
- \*Better partnerships forged with community college and high schools. As a community, we are lacking in history emphasis and sees these partnerships a good step in addressing this deficit. Offer/support clubs, competitions, classes.
  - \*Create a 'step' plan for a future museum ~ site, building, exhibits. Convince county commissioners of the value of a new museum.
  - \* Work with people in the profession of a featured exhibit. Use their expertise.
  - \* Form an advisory board to act as a consultant for staff
  - \*Bring artifacts under the auspices of the museum. IE: big equipment currently sitting out at Cam-Plex
  - \*Assign board members to the Event's Calendar to represent the museum

## **H. General Discussion - None**

### **I. Executive Session – Personnel**

Lucas Fralick moved to enter Executive Session for the purpose of discussing personnel matters. Tami Bishop seconded the motion. Motion passed unanimously.

Tami Bishop moved to exit Executive Session. John Daly seconded the motion. Motion passed unanimously.

### **J. Adjourn**

John Daly moved to adjourn the meeting; Lucas Fralick seconded the motion, meeting was adjourned by Board President Cossitt Mueller at 7:55 p.m.

The next regular CCRM Board Meeting and Quarterly Meeting with the Commissioners will be on June 15, 2021 at 6:00 p.m. at the museum.