



**Minutes of the Regular Monthly Meeting of the
CCRM Board of Directors
June 15, 2021**

Rockpile Museum, 6:00 p.m.

A. Call to Order and Introductions

The meeting was called to order at 6:07 p.m. by Board President Rita Cossitt Mueller, presiding officer.

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

Museum Staff: Director Robert Henning, Educator Stephan Zacharias

Guests: Sandy Holyoak, RMA Board

Absent: Lucas Fralick

B. Approval of Agenda

Board reviewed agenda and Rita Cossitt Mueller called for changes or corrections. No changes or additional items were presented. Tami Bishop moved to approve the agenda. Bill Monahan seconded the motion and the agenda was approved unanimously.

C. Consent Agenda

Approval of Minutes

May 18, 2021 Regular Meeting Minutes

Expense Report

As of June 15th, there are twelve purchase orders from the regular budget to be approved and paid totaling **\$6,398.77**. There are at least six outstanding invoices from First National Bank Visa, Black Hills Energy,

Walmart, Home Depot, Western Heritage Center, and Jerry Enzler that will need board approval following the meeting.

The June 2021 vouchers are as follows:

City of Gillette Utilities	\$663.63
Rocky Mountain Business Equipment	\$50.74
Silver Streak Industries	\$431.25
Vista Leasing Company	\$98.00
Gillette News-Record	\$860.00
CC Convention and Visitors Bureau	\$747.50
CC Chamber of Commerce	\$775.00
Robert Henning Mileage Reimbursement	\$21.73
Antler Works	\$360.00
Wyoming State Historical Society	\$525.00
Coca-Cola Bottling High Country	\$83.00

One July 2021 (FY21-22) invoice is being processed as well:

Joyce V. Jefferson	\$1,782.92
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For the month of May, there were twenty-one vouchers from our regular accounts totaling \$7,973.10 and four 1% requests totaling \$1,511.26.

Lucas Fralick signed the following late month invoices:

Music Service Center	\$24.00
Chichester, Inc.	\$333.53
Absolute Auto	\$826.00
First National Bank Visa - 2962	\$1,012.79
Bears Naturally Clean - 1% Youth	\$22.36
First National Bank Visa - 2962 - 1% Youth	\$57.98
First National Bank Visa - 2962 - 1% Senior	\$283.32
Absolute Auto - 1% Senior	\$1,147.60

REVENUE UPDATE: As of 6/14/2021 we have brought in \$9,750.72 in revenue. All but \$12.06 of this was in gift shop sales. We have surpassed the gift shop revenue from FY19-20. It will be hard to predict the impact that admission fees will have on our gift shop as it is possible that guests will spend less in the shop if they are paying admission.

BUDGET VARIANCE for FY20-21 as of June 11, 2021
BUDGET VARIANCE for FY21-22 as of June 11, 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.

John Daly moved to approve the Consent Agenda. Tami Bishop seconded the motion. The motion passed unanimously.

D. Collections and Exhibits

I. Collections/Exhibits Department Update

Robert read from the submitted report. Cataloging of the collection continues. Robert spoke about different cataloging methods.

Robert stated Elder Williams is currently taking a course about archival management from AASLH. Robert stated he hoped the class would be helpful at some point. Robert added that Elder Williams also helped construct the Roy Lowell Memorial Exhibit Wall.

Robert spoke about their summer intern, stating she was very smart and somewhat quiet.

II. Collections Report

Some discussion about the items currently presented by staff in the Collection Report.

A motion was made by Tami Bishop to approve the staff recommendations regarding the donations with the exceptions of item #s 2, 6, & 8; seconded by Bill Monahan. The motion passed unanimously.

E. Museum Program Updates

I. Visitation Report

Robert stated visitation has increased since COVID Virus controls have been eased.

II. Youth Education Report from Penny Schroder

Robert read from Penny's submitted report covering school tours, Children's Festival, and library outreach.

III. Adult and Outreach Report from Stephan Zacharias

Stephan spoke about an increase in social media interactions. He stated the Colonial Williamsburg virtual presentation will be a "live" presentation.

IV. Schedule

- June 16 – GALI Visit to Museum, 8:00 a.m.
- June 17 – RMA Board Meeting, 2:30 p.m.
- June 19 – “Evelyn J. Cameron: Montana Photographs, 1894-1928” Opens
- 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, 10:00 and 3:00
- July 13 – Jim Bridger and the Bard, 10:00 and 3:00
- July 13 – Board Workshop with Jerry Enzler, 1:00 p.m. (Tentative Time)
- July 13 – Jerry Enzler - “Jim Bridger: Trailblazer of the American West”, 7p.m.
- July 14 – WyoGives Block Party (RMA), 5:00 p.m.
- July 15 – RMA Annual Membership Dinner, 5:30 p.m.
- July 19-24: Artist in Residence Joyce Jefferson performs during NAARVA Rally
- July 20 – CCRM Board Meeting, 6:00 p.m.
- July 21 – Museum’s Birthday (1974)
- July 22 – The Dakota Daughters at CAM-PLEX (Tentative)

F. Old Business

I. Museum Crosswalk Grant Award UPDATE

The Crosswalk grant funding award has been accepted by the county commissioners. John Daly spoke in support of the project in front of the commissioners.

II. FY21-22 Budget

Robert stated the 2021-2022 Budget has been approved, by the commissioners and employees have been notified.

III. Pathfinder Camporee

Robert spoke about the museum’s potential role in the Camporee. Nothing has been finalized. The Camporee is three years away and, interestingly, coincides with the Museum’s 50th anniversary.

G. New Business

I. Main Room HVAC Replacement

HVAC problems. It will be eight to ten weeks before the units are replaced.

II. Museum Sign Changes

Robert stated he will need to remove the "FREE" word on the signs. He is hopeful it can be replaced with the word; "GIFTS."

Regarding the museum name change, it has been approved, but will not be effectively addressed for the present. It has been tabled until the next meeting

III. Brief Updates from Director Henning

The flagpole repair is going on as scheduled. Approx. \$5,000 has been raised by the RMA because of the Dance. The County Fair is celebrating the 100th anniversary, although its actual 100th anniversary date is debatable.

The new Board appointments should occur on or about July 7th.

H. General Discussion

- I. Thank you, John and Tami. It is agreed they will be missed.

I. Adjourn

There being no further business President Cossitt Mueller adjourned the meeting at 7:34 p.m.

The next regular CCRM Board will be on July 20, 2021 at 6:00 p.m. at the museum.

June 15, 2021 Board Meeting Minutes submitted by Board Secretary Lucas Fralick.

CCRM Board Member

Date

CCRM Board Member

Date