

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

**Minutes for the CCRM Board Meeting and  
Quarterly Meeting with the Campbell County Commissioners  
June 18, 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 John Daly, presiding officer.

Present: Museum Board Members: John Daly, Sherry Lowell and Rita Cossitt  
Mueller

County Commissioners: Mark Christensen and Robert Maul

County Staff: Commissioners Administrative Director Robert Palmer

Museum Staff: Director Robert Henning and Stephan Zacharias

Absent: Tami Bishop

Guests: Charlene Busk, Sandy Holyoak, Matt & Diann Avery

**B. Approval of Agenda**

Board reviewed agenda and President Daly called for changes or corrections. No changes or additional items were presented, and the board approved the agenda by unanimous consent.

**C. Quarterly Meeting of the Campbell County Commissioners and Rockpile  
Museum Board**

**I. Temporary Painting Storage Space and Art Racks**

**DISCUSSION:** President Daly stressed the importance of keeping the temporary storage in the Courthouse Annex which was seen by Daly, Henning, and Lowell. The museum staff needs to order racks and prepare the space. Any further changes in location would be detrimental to their work.

**II. One-Year Moratorium on Acceptance of All Materials into the Rockpile Museum  
Collections**

**DISCUSSION:** Holyoak asked when we could expect a new museum to which Christensen replied that although oil tax proceeds are better than coal, now is not a good time to seek funds from the commissioners. Daly mentioned the "Moratorium" letter written by the board due to no more space to store artifacts. Cossitt Mueller said that collection items on tonight's agenda were received prior to letter being written. Christensen mentioned 3-D digitizing of incoming items to which Henning said that Photographing & scanning is being done by staff and volunteers now.

### III. 1% Funding for Veterans' Program

**DISCUSSION:** Daly mentioned that museum does not have a Veterans' Program at the moment nor do they have the staff available to launch one. Maul recalled that the program was Commissioner Shelstad's idea at last Quarterly Meeting. Palmer mentioned that this funding was a partnership possibility with the library for example. Christensen said that the commissioners' intention was to initiate a program and get a process started. Holyoak mentioned that a similar project at Rutgers University had a \$250,000 budget.

### IV. Upcoming Events and Programs

**DISCUSSION:** Henning mentioned author Hedren would speak on June 27 about his new book, "Rosebud: June 17, 1876". Zacharias explained that his Saturday museum programs at 11 am and 2 pm were cultural interactions. He is using living history as a tool and will feature stories of the Powder River Basin. On June 15, the Archibald Homestead will be featured. The audience is part of the show. Program materials are similar for each of the 11 & 2 shows; however, the result may vary.

### V. Other: None

### VI. Adjourn Commissioners Meeting at 7:15 p.m.

## D. Consent Agenda

### Approval of Minutes

May 21, 2019 Regular Monthly Board Meeting Minutes

### Expense Report

As of June 18th, there are 12 purchase orders from the regular budget to be approved and paid totaling \$4,519.81. There are at least seven outstanding receipts from the general museum accounts and 1% account including First National Bank Visa, Office Depot, and Walmart that will need board approval following the meeting.

The June 2019 vouchers are as follows:

Gillette News-Record	\$495.00
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Rocky Mountain Business Equipment	\$366.65
Gaylord Archival	\$166.68
Menards	\$6.78
Vista Leasing Company	\$98.00
Shoshone Distributing Co. Inc.	\$415.50
City of Gillette Utilities	\$608.69
Black Hills Energy	\$161.37
Gaylord Archival	\$988.81
Antler Works	\$350.00
Henning Mileage Reimbursement	\$33.23
Coda, Inc.	\$829.10

For the month of May, there were 28 vouchers from our regular accounts totaling \$11,559.42 and five vouchers from the 1% accounts totaling \$1,233.92.

Sherry Lowell signed the following vouchers after the regular May meeting:

Gourmet on the Go LLC	\$79.20
Gaylord Archival	\$38.73
Menards	\$34.28
Office Depot	\$268.08
First National Bank Visa	\$1,402.45
Campbell County Chamber of Commerce	\$645.25
Wyoming State Historical Society	\$495.00
Gaylord Archival	\$143.27
Bears Naturally Dry Cleaners - 1% Youth	\$276.37
Walmart - 1% Youth	\$25.43
Slattery Enterprises - 1% Youth	\$135.00
First National Bank Visa - 1% Youth	\$411.12
First National Bank Visa - 1% Senior	\$386.00

Late in the month, and in the absence of a board member, Angela Beenken signed the following voucher after the regular May meeting:

Ancient Life Publishing	\$140.35
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**BUDGET VARIANCE at the end of May 2019**

**BUDGET VARIANCE as of June 14, 2019**

John Daly asked the board if they wished for any items to be removed from the consent agenda. No items were requested removed. Cossitt Mueller moved to approve all items of the consent agenda as presented; Lowell seconded the motion; motion approved unanimously.

**E. Collections**

**I. June 2019 Collections Report**

There are four proposed donations for the board to evaluate this month. All donations came in prior to the May 21<sup>st</sup> meeting and prior to the Collections Moratorium. Donors include: Jim Edwards, Steve Barbour, Tom Butler, and John Rapson of Iowa City, Iowa. A full report with donors, objects, and recommendations is in each board member's packet.

**DISCUSSION:**

A motion was made by Lowell to approve the staff recommendations regarding the donations; seconded by Cossitt Mueller. Motion passed unanimously.

II. Collections Moratorium Statement

**DISCUSSION:** The "Collections Moratorium Statement" should be presented when prospective donor visits with a museum staff person.

A motion was made by Cossitt Mueller to approve the Collections Moratorium Statement regarding the donations; seconded by Lowell. Motion passed by 3 votes.

III. Dixie Reece Donation Update

**DISCUSSION:** The RMA received \$21,000 from the estate for caring for the paintings. Barb Anderson has asked for a one-year renewable, non-transferrable licensing agreement for greeting cards, mugs, throw pillows, and other items. Board will wait for Barb to present her agreement before a decision is made.

IV. Collections Department Update – Report from Registrar Angela Beenken is in the board packet.

**DISCUSSION:** Cossitt Mueller likes the written report format that was used.

**F. Museum Program/Exhibit Report**

I. Visitation Report – There is a printed report in each packet. We served **1,363** guests and students in May which was down 21 or 1.5% from last May. For the year, we are up 765 visitors at a total of 5,819 guests.

II. Education Report

**DISCUSSION:** It was reported that Schroeder had worked with about 200 young people from the Rec Center. They worked with fossils, creating slime, puzzle pieces. Recent speaker Henry who presented "Dry Farming" topic had 20 people in the audience.

### III. Schedule

June 22 – Joyce Jefferson as "Aunt Sally" Campbell, 11:00 and 2:00  
June 20 – CCHS hosts "Wyoming: Home of the Women's Vote", 7:00 p.m.  
June 25 – Director Henning hosts Administrative Caucus  
June 27 – Paul Hedren presents his new book "Rosebud: June 17, 1876" – 7:00  
July 4 – Independence Day Parade and RMA BBQ for Parade Entrants  
July 5 – Coffee with the Director  
July 18 – RMA General Membership Meeting and Dinner  
July 19 – Internship Presentation – 7:00 p.m.  
Aug. 2 – Coffee with the Director  
August 30 – September 6: Robert to Honduras on Mission Trip  
August 31 – Joyce Jefferson as "Mahogany Lou" Marchbanks, 11:00 and 2:00  
Sep. 22-25 – MPMA Conference in Albuquerque, New Mexico  
Sep. 28 – Archaeology Fair: Event will utilize whole museum property

## G. Old Business

### I. FY19-20 Budget

**DISCUSSION:** Museum board asked Henning to write a letter to commissioners to accept the 1% Funds for the \$15,000 in program funds.

### II. Board Openings Update

**DISCUSSION:** Henning reported that 6 people applied for the two museum board openings and that he heard 5 of the interviews.

### III. Strategic Plan

**DISCUSSION:** Henning plans to work on filling in the details of this plan. It is a priority for him.

### IV. CWAM Follow-up

**DISCUSSION:** The 100-room nights by CWAM participants should have a positive economic impact on our community. The Progressive dinner and tour of the museum was enjoyed. Henning is planning to represent CWAM in Washington, D.C. in February 2020.

V. RMA Dance Report

**DISCUSSION:** 2019 dance sold out, fun time was had by all, and there was a profit realized.

H. New Business

I. Community Outreach by Director Henning

**DISCUSSION:** He has attended events or visited with persons: CWAM, Lodging Association, Peregrine Institute, American Heritage Center Advisory Board, GALI Graduation (Wendy Legerski), University of Michigan student group and Travel Alliance Operators.

I. General Discussion

I. Thank you Letters to Rockpile Museum volunteers

**DISCUSSION:** 21 cards were signed by the three board members present, Cossitt Mueller, Lowell and Daly.

J. Adjourn

There being no further business President John Daly adjourned the meeting at 8:15 p.m.

The next regular board meeting will be on **July 16th** with dinner at 5:30 p.m. and meeting beginning at 6:00 p.m.

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June 18, 2019 Board Meeting Minutes submitted by Board Member Sherry Lowell.

  
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CCRM Board Member

16 July '19  
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Date

  
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CCRM Board Member

16 July '19  
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Date