

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

**Minutes of the Regular Monthly Meeting
of the CCRM Board of Directors
July 21, 2020
Rockpile Museum, 6:00 p.m.**

A. Call to Order and Introductions

The meeting was called to order a 6:00 p.m. by Board President John Daly, presiding officer.

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

Museum Staff: Director Robert Henning, Museum Educator Stephan Zacharias, and Exhibitions and Collections Manager Angela Beenken (via phone)

Absent: None

Guests: Brandy Elder, HR Director (via phone)

B. Approval of Agenda

Board reviewed agenda and John Daly called for changes or corrections. No changes or additional items were presented. Tami Bishop moved to approve the agenda for tonight's meeting as submitted, Lalia Jagers seconded the motion. Motion passed unanimously.

C. Consent Agenda

Approval of Minutes

June 16, 2020 Regular Meeting Minutes

Expense Report

As of July 21st, there are 16 purchase orders from the regular budget to be approved and paid totaling \$4,129.81. Twelve of these are from FY19-20 and four are from FY20-21. There are at least four outstanding receipts from the general museum accounts including First National Bank Visa, Office Depot, Menards, and Home Depot that will need board approval following the meeting.

The July 2020 vouchers are as follows:

FISCAL YEAR 2019-2020

Charter Spectrum	\$54.99
City of Gillette Utilities	\$598.35
DeBoer Mileage Reimbursement	\$25.42
Joyce Jefferson	\$250.00
Henning Mileage Reimbursement	\$19.67
Office Depot	\$162.79
Gillette News Record	\$635.00
Basin Radio Network	\$200.00
Farcountry Press	\$135.96
Rocky Mountain Business Equipment LLC	\$56.34
First National Bank Visa 2962	\$263.73
Black Hills Energy	\$59.38

FISCAL YEAR 2020-2021

Vista Leasing Company	\$98.00
Menards	\$49.34
Target Digital Solutions	\$1500.00
Menards	\$20.84

For the month of June, there were 21 vouchers from our regular accounts totaling \$13,276.04 and 3 vouchers from the 1% accounts totaling \$1,387.38.

Lalia Jagers signed the following vouchers after the regular June meeting:

Reeves Mileage Reimbursement	\$17.73
Office Depot	\$229.76
Weston County Historical Society	\$40.00
Campbell County Historical Society	\$90.00
Sir Speedy	\$1,687.57
Home Depot	\$30.43
First National Bank Visa 2962	\$3,645.92
First National Bank Visa 9833	\$3,028.41
First National Bank Visa 2962 - 1% Youth	\$119.94
B&H Photo Video - 1% Veterans	\$841.14

REVENUE UPDATE: Final revenue for FY19-20 was \$9,645.32 which was down from \$12,896.82 the previous year. We only brought in \$74.79 in the last 3.5 months. So far this new year we have brought in \$355.04.

BUDGET VARIANCE for FY19-20 as of July 17, 2020

BUDGET VARIANCE for FY20-21 as of July 17, 2020

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

D. Executive Session– Personnel

Rita Cossitt Mueller moved to convene an executive session for the purpose of discussing personnel matters. Tami Bishop seconded the motion. No debate. Motion passed unanimously. Stephen Zacharias left the room; Angela Beenken severed the phone connection, and Lalia Jagers refrained from participation.

Bill Monahan moved to adjourn the executive session and return to the regular agenda. Lalia Jagers seconded the motion. No debate. Motion passed unanimously.

No action was taken following the executive session. Stephen Zacharias rejoined the meeting; Angela Beenken re-connected via phone.

E. Board Elections

President Daly opened the floor for nominations.

I. President

Rita Cossitt Mueller was nominated by Tami Bishop for the position of Board President and seconded by Lalia Jagers. Pres. John Daly called for further nominations three times. Hearing none Rita Cossitt Mueller was elected President unanimously. Pres. John Daly turned the meeting over to Pres. Rita Cossitt Mueller.

II. Vice President

Lalia Jagers was nominated by Bill Monahan for the position of Board Vice President and seconded by Tami Bishop. After calling three times for further nominations and hearing none, Lalia Jaegers was elected Vice President unanimously.

III. Secretary/Treasurer

Tami Bishop was nominated by Lalia Jagers for the position of Board Secretary/Treasurer and seconded by Bill Monahan.

Bill Monahan was nominated for the position of Board Secretary/Treasurer by Tami Bishop and seconded by Lalia Jagers. Pres. Rita Cossitt Mueller called for further nominations three times. Hearing none, she called for a vocal vote. The tie vote was broken by the chair and Bill Monahan was elected Secretary/Treasurer by a vote of 3 to 2.

D. Collections and Exhibits

I. Collections/Exhibits Department Update

DISCUSSION: Director Robert Henning went over the written collections update. The board appreciated the info about the collections. Lalia Jagers asked about the “no known donor” items which Angela Beenken discussed. Of note is the legal aspects of deaccessioning those items.

II. Digital Public Library of America

DISCUSSION: Robert Henning reported on the DPLA contract.

III. Collections Report

DISCUSSION: Robert discussed the nine (9) items donated since lifting the moratorium. He recommended holding item #3, the Beanery photo, for further research as he feels it is not actually the Beanery in Gillette.

A motion was made by Tami Bishop to approve the staff recommendations regarding the donations with the exception of item #3; seconded by Lalia Jagers. Motion passed unanimously.

IV. Deaccessions

DISCUSSION: John Daly brought up the advantage of keeping the saddles as examples of the changes in saddle making. He also wondered if the saddles in our collection were periodically oiled. After discussion it was agreed that as the saddles were not used and would not be in the future, oiling is not necessary. A motion was made by Bill Monahan to approve the staff recommendations regarding the deaccessions; seconded by Tami Bishop. Motion passed 3 to 1.

E. Museum Program Updates

I. Visitation Report

DISCUSSION: Robert briefly reviewed the written report. Visitation is at about 50% of “normal” for our new normal. As there are no tours, outreach, group activities, etc., which account for 30-35%, it is about what is to be expected. Bill Monahan asked about social media. Stephen Zacharias reported time for creating posts has been limited since the reopening of the building.

II. Education Reports

DISCUSSION: Rita Cossitt Mueller noted that we have not seen a report from Penny Schroder for two months and would like to see one for August.

Stephen Zacharias stated that lots of staff time was spent cleaning until recently when the museum has seen more volunteers. The Juneteenth program saw 44 views but most only spent 3 ½ minutes on a 90 minute program. Not much activity on FB because the fair and library are posting over. Stephen is using his time looking at long term projects for when interaction with patrons returns. He noted that there are lots of unemployed museum workers because of the pandemic. Rita Cossitt Mueller said that long term planning can be more focused now that we know we will be in the current building for the foreseeable future. Also, that consulting fees might be lower because of the employment situation. John Daly commented that his two grandsons didn't realize that the Rockpile museum is a county museum. Robert Henning stated that Campbell County is not traditionally a museum attending county. Hence, we should focus on drawing tourists. He encouraged everyone to subscribe to the museum YouTube channel and to share it with everyone.

III. Schedule

- Aug. 13 – Dance Through the Decades 2021 Kickoff Meeting, 2:30 p.m.
- Aug. 18 – CCRM Board Meeting, 6:00 p.m.
- Aug. 20 – RMA Board Meeting, 2:30 p.m.
- Aug. 20-21 – Matt Avery artist in residence, 8:00 a.m. to 5:00 p.m.
- Aug. 24 – The Governor Lady: Nellie Tayloe Ross, 7:00 p.m.
- Aug. 27 – MEGA Mixer at Gillette College (RMA Participating)
- Sep. 19 – 2nd Annual NEWY Arch Fair

F. Old Business

I. Logo Revisions

DISCUSSION: We again discussed the logo revisions and Rita Cossitt Mueller shared her prototype with the rounded tops to look more like the actual rockpile. Robert Henning would like to see adoption of SOMETHING. Bill Monahan moved to accept the logo with Rita's rounded tops and deeper hues. Lalia Jagers seconded. No further discussion. Motion carried.

II. School House Heating and Cooling

DISCUSSION: Robert Henning reported that the project is done! The Rockpile Museum Association funded almost \$7,500.00 to make it happen. Many thanks to them and especially the large donors Jerry Morel and Bill Hines.

G. New Business

I. Museum Assessment Program Follow-Up Visit

DISCUSSION: Robert Henning reported that a follow-up visit from Barbara Taylor is available at no charge. Discussion followed to bring the new board members

up to date on the assessment made three years ago. Robert stated that although there was no charge it was bound to be time consuming to have her return. He requested help in hosting Barbara Taylor. Tami Bishop stated that she needs to be aware of the economic downturn we are experiencing and that we would like to focus on drawing tourists. Tami Bishop, Bill Monahan, and Lalia Jagers all pledged to help with the hosting.

II. Potential Long-term Volunteer

DISCUSSION: Robert Henning reported that there is a possibility of a two-year volunteer from the Church of Jesus Christ of Latter Day Saints. The young man is unable to serve a traditional mission and is available to serve a local service mission. Discussion followed about insurance, duties, ability to dismiss at will if needed, etc. Robert Henning will proceed with an interview and evaluation.

III. Infrared Temperature Sensors

DISCUSSION: The county has a grant to provide COVID 19 temperature sensors. The museum will request one as it would be less invasive than a staff member taking individual patron temperatures. Safety of staff and patrons is a must.

IV. Basin Radio Heartbeat of the Community

DISCUSSION: Robert Henning reported that the Rockpile Museum is July's Heartbeat of the Community on the local radio stations. It amounts to 665 commercials over the month at an estimated value of \$13,300. The add is well done and talks mostly about the history of the museum. Note: 46 years ago today the Rockpile Museum opened its doors for the first time.

H. General Discussion

I. Brief Updates from the Director

DISCUSSION:

- Joel Marquiss has been elected to the board of the RMA
- The concrete pad for "Eugene" the bison is in the process of being installed.
- John and Dara Corkery recently made a significant donation to the RMA.
- The interstate eastbound billboard, lost earlier this year to high winds, has been repaired and lighted. A westbound one is being considered.
- It is unknown if the school district is going to allow field trips for students because of COVID issues. Penny Schroder is looking at doing the Pioneer School (4th graders) and WWII Days (6th graders) virtually.

- Robert Henning stated that he has put out \$1,500 worth of media adds that will show up on personal devices in August and September.
- The CARES Act committee training for distance programming will be a POD Cast training.
- There will soon be a quarterly newsletter coming from the RMA.
- Rita Cossitt Mueller asked about the crosswalk: The county has submitted the grant. It will be two or more years before construction if and when the grant is approved.
- Robert Henning reported that next fiscal year will probably see a 20% cut in county funding across the board.
- Rita Cossitt Mueller asked about the new museum signs: Robert Henning stated that the signs and funds are here; he will start that project as soon as some of the current ones end—before winter.

II. Other

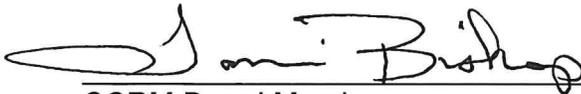
DISCUSSION: None

I. Adjourn

There being no further business President Rita Cossitt Mueller adjourned the meeting at 7:50p.m.

The next regular board meeting will be on August 18, 2020 at 6:00 p.m. at the Rockpile Museum.

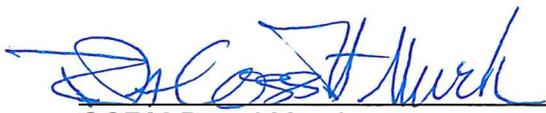
July 21, 2020 Board Meeting Minutes submitted by Secretary Rita Cossitt Mueller



 CCRM Board Member

8-18-20

 Date



 CCRM Board Member

18 Aug 2020

 Date