

**Beaver Island Historical Society
Minutes from Regular Meeting
June 15, 2017
Peaine Township Conference Room
7:00 PM**

- I. Roll Call:
 - a. Trustees present in person or by phone: Sandy Birdsall, John Fiegen, Lynn Flanagan, Doug Hartle, John Runberg, Sheri Timsak, Linda Wearn, Mike Weede, and Bobbi Welke. Also present was Director Lori Taylor-Blitz
 - b. Trustees absent: Mark Engleman and Alvin LaFreniere.
- II. Previous Meeting: The minutes for the May 18, 2017 regular meeting were approved.
- III. Financial Committee: Sandy Birdsall
 - a. Bylaws: The Finance Committee recommended the following changes to the BIHS Bylaws:
 - i. That electronic mail be used to notify membership of special meetings.
 - ii. Specific duties of the Treasurer will include: issuing checks or authorizing electronic drafts for all valid expenses; ensure a qualifying entity prepares and files all tax returns; and ensures a qualifying entity prepares and submits to the Board complete financial statements at the close of the fiscal year.
 - iii. The Managing Director will be responsible for the filing of all state and federal licenses.
 - iv. Recommendation to change notifications to membership from 30 days to 15 days.

All recommendations were approved by the Board and will be present to the membership at the Annual Meeting on August 20, 2017.
 - b. The Finance Committee presented for review the Non-Capital Campaign Fund Budget for FY2016-2017.
 - c. The Finance Committee presented for review the Capital Campaign Statement of Review and Finances for FY2016-2017.
 - d. Past due balances for Hoffman Accounting and McDonough Market were discussed.

- e. Technology Budget Update: Lori reported that an internet connection at both museums is in place to enable the SQUARE program. Docent orientation will include training on using the SQUARE program.

IV. Events Committee – John Fiegen

- a. The feasibility of holding the July 3, 2017 Drawdown Raffle and Dinner Party was discussed. A motion was passed was to not have this event at this time.
- b. A motion was passed to not have the House Party this year.
- c. Lori requested that board members participate with soliciting sponsorships for BINGO and Museum Week. She also asked for volunteers to check-in as various events during Museum Week to see that things are running well.

V. Gift Shop Committee:

Lori reported on the books she has ordered for the Gift Shop.

VI. Strategic Planning:

Lori discussed the logistics necessary for the June 20-21, 2017 Strategic Planning sessions with Carole Pence. The time was changed to 9:00 am – 5:00 pm.

VII. Director's Report:

Lori gave updates regarding the summer intern (Courtney deRuiter), porch repairs, Museum Week, docent orientation, the Spring Newsletter, Strategic Planning, SQUARE installation, group visits, Eco-Fair, and the Ann Broder Memorial on June 28, 2017.

Lori also reported that Stacy T, a State Historical Preservation Office (SHPO) archaeologist, will visit August 3-4, 2017 to assist Lori with drafting an archaeology policy that has buy-in from her office and the Tribes.

VIII. Good for the Society

IX. Meeting Adjournment

The meeting adjourned at 8:20 pm. The next meeting will be held on Thursday, July 27, 2017 at the Peaine Township Conference Room at 7:00 pm.

Submitted by Linda Wearn, Secretary