

Beaver Island Historical Society

Board of Directors Meeting

Print Shop Museum October 22, 2020 at 7pm

Please note items highlighted **ORANGE** are action items and summarized at the end of the document.

- I. Call to order, roll call, quorum
 - a. Present: B. Welke, Paquin, Engelsman, LaFreniere, Vicstein, Mulvihill, Turnbull, McGinnity,
 - b. Absent: Calien, Ebersolt, Green, Timsak
 - c. Others: L. Taylor-Blitz
 - d. Quorum present, meeting called to order at 7:00pm
- II. Call for agenda additions / modifications.
 - a. LaFreniere asked to add an update on new edition of history book. Added at beginning of "Good for the Society"
 - b. Motion by Englesman, second by Paquin to approve agenda as modified. Unanimous.
- III. Minutes of September 17, 2020 meeting.
 - a. Motion by B. Welke, second by LaFreniere to approve minutes. Unanimous.
- IV. President's Report
 - a. Director's Contract: A. Welke presented the updated contract. Discussion of changes took place. Minor grammatical errors were reviewed. Vicstein commented on the outstanding job Lori Taylor-Blitz is doing. **B. Welke will make edits and A. Welke will sign contract with Taylor-Blitz.** All concurred. Motion by A. Welke, second by Englesman to approve Director's Contract. Unanimous.
 - b. Insurance Update: A. Welke reported on the on-going updates with insurance. The most important additions are a rider on the restored mural and the completed addition on the museum. An appraisal was required on the mural and it was valued at \$150,000. Waiting for final cost of these additional insurance coverages. Discussion took place regarding getting competitive bids over the winter. All agreed that was a good plan. **A. Welke will work on that and hopes to report at the December or January meeting.**
 - c. By-Laws Review and Strategic Plan Review: At the last meeting A. Welke asked that all review the bylaws and strategic plan and bring any questions or comments. Discussion took place of these documents. **All members are going to do a thorough review of these documents and send their questions, comments, suggested updates, or edits to A. Welke. A. Welke will compile these changes and present them at the November meeting. The documents will be updated as necessary based on that discussion.**

V. Report of Officers

a. Finance Committee –

- i. B. Welke presented the financial report as included in the Board packet.
- ii. B. Welke provided a construction update. There are several items left on the “punch list” that she is currently working with McDonough Construction to finalize. B. Welke is working on a “Manual File” for the new building with all manuals, warranties, operational documents, etc. required to run the new building. This will be a handbook for how the new building operates.
- iii. Phase 3 construction: A robust discussion took place regarding this construction phase. The board agrees there are six priorities to be accomplished in the print shop:
 1. Floor repair on main floor
 - a. Planeing / sanding / refinishing of existing floor
 - b. Overlay new flooring over existing flooring
 - c. Remove existing flooring and replace with Beaver Island flooring or another product
 2. Heat installed – one or two electric wall mount heating units
 3. Electric service repaired – repair existing issue and add connections for electric heat listed above
 4. Insulation in all spaces possible (log construction limits where insulation can be installed)
 5. Hazard flooring areas upstairs
 6. Door / insulation between old building and new building to conserve heat

A. Welke volunteered to investigate getting pricing for each of the above items either as a complete all in one quote or individual items.

A. Welke is going to ask J. Callain to look at installing some type of barrier / insulation between addition and print shop temporarily for heat conservation.

b. Development Committee:

- i. A. Welke and Taylor-Blitz reported the committee met and discussion of sending a letter requesting donations was discussed.

c. Museum Operations

- i. Paquin reported on the overwhelmingly positive response at the community reveal. The quilt was incredibly popular.

d. Maintenance Committee – no report

e. Marketing Committee – no report

- VI. Director's Report
- a. LTB presented her report. It was discussed and all agreed the new, shortened, bulleted format is great.
 - b. Archive policy: A robust discussion took place regarding archives, access, status, and next steps. The priority currently is to finish archiving all the materials at the museum.
 - i. D. Mulvihill volunteered to scan documents over the winter.
 - ii. Mulvihill and Taylor-Blitz are going to talk to Kevin Boyle regarding the scanner at the community center.
 - iii. All members of the board are going to review the Archive Policy and send comments to A. Welke. Further discussion and action will take place at the November meeting.
- VII. Good for the Society
- a. LaFreniere reported on the progress of a new book of Island history. Their committee has met (LaFreniere, Green, Timsak) and has a comprehensive list of Island families. Many have been asked to contribute and have said yes. Hope to have a draft by May 2021 and publish in November 2021.
 - b. Vicstein asked about the status of Napont house. Taylor-Blitz has discussed with family and they are interested in having placement on the National Register of Historic Places pursued. Taylor-Blitz working on that.
 - c. Veteran Programming: BIHS is sponsoring a radio spot on veterans with WJML/WJNL/WHAK RADIO in Petoskey.
 - d. Halloween: BIHS is participating in Table N' Treat on Main Street. McGinnity will work with Taylor-Blitz to get pumpkins carved.
- VIII. Adjournment: Meeting adjourned 8:20pm. Next meeting November 19, 2020

ACTION ITEMS:

- A. Edit and sign updated contract – Welke, Welke, Taylor-Blitz
- B. A. Welke investigate insurance competitive bids.
- C. All board members review bylaws and strategic plan and send information to A. Welke to compile
- D. A. Welke bids for print shop Phase 3
- E. J. Callian insulate between old and new
- F. Mulvihill scan documents over the winter
- G. Taylor-Blitz and Mulvihill discuss scanner with Kevin Boyle
- H. All members review Archive policy and send information to A. Welke to compile
- I. Napont house historic register Taylor
- J. Pumpkins for Halloween

Respectfully submitted,

Angel Welke