

**MEETEETSE MUSEUM DISTRICT
MINUTES OF THE BOARD
November 4, 2013**

President Jim Allen called the rescheduled monthly meeting of the Meeteetse Museum District to order at 7:01 p.m. on November 4, 2013 at the Belden Museum.

Roll call: Board members present were Jim Allen, Lynn Sessions, Mary Jane Luther, Larry Todd, Lili Turnell. Museum Director David Cunningham was present. Board member Yvonne Renner was absent.

Consent Agenda Larry Todd moved to approve the consent agenda. Lynn Sessions seconded the motion. All voted aye, motion carried.

Citizens Open Forum: No public present

Additions to the agenda:

New business: Audit
Method for receiving check from the county
Billing for Molesworth Exhibit

Old business: Storage building billing. (Will be added to Storage Building in Old Business.)

Lili Turnell moved to approve additions to the Agenda. Larry Todd seconded the motion. All voted aye, motion carried.

New Business:

Audit: Lili Turnell explained the audit process and the review. The audit identified no discrepancies on the reconciliation of Federal Forms and in the District's books for fiscal year ending June 30, 2013. Lili was thanked for her hard work on the Museum District Book Keeping.

Method for receiving checks from the County: The District has the option of receiving a direct deposit from the County instead of a paper check. There will still be a breakdown of the payment from the county. The board agreed direct deposit was the best option for receiving the funds.

Billing for the Molesworth Exhibit: Bills for supplies and contractor's work on the exhibit, recently installed, will be paid for by Don Abar. The board thanks David Cunningham for his hard work getting this exhibit installed.

Old Business:

Credit card machine: David Cunningham would like to research the costs of a credit card/debit card machine. This last summer there was a noticeable increase in the number of people in the museum who requested using a credit card for purchases. The board agreed to have David work up a cost estimate for this and present it at the next meeting.

Highway Signs: Jim Allen measured and recorded the sign locations. Applications have been completed as much as possible. We are waiting for permission slips from landowners. The board will wait until we have all the steps completed and send them into the state as a packet.

Storage Building: The building is almost completed. David Cunningham stated we are waiting for an electrician to install the wiring. Gutters have not been installed and the board decided to wait until spring. A load of washed gravel will be delivered to build a ramp in front of the doors. Lewis Construction will be contacted to furnish the gravel.

Bills for the storage building: The building construction will be paid for out of the bookstore account. Expenses for protecting the building and the site will be paid for out of the Museum Repair and Maintenance funds.

Committee Reports:

Accessions Committee Report: The Accessions Committee met on October 23, 2013 to review and make decisions on accepting objects for donation. The committee commended the Collections Manager, Rachel DeShong, for excellent preparation for the meeting. Mary Jane Luther moved to accept the recommendations of the Accessions Committee. Lili Turnell seconded the motion. All voted aye, motion carried.

The board decided to table the discussion of a policy meeting until the January meeting.

For the Good of the Board:

Winter hours: Starting in November the museum will be open Tuesday through Saturday 10:00 a.m. to 3:00 p.m. The bank will be closed for the near future to complete the work on the building and to clean and install new exhibits.

The museum has a volunteer who will be working a few hours a week.

The board thanks Dr. Todd for bring Dr. Kelly to the museum for the program on October 26th. "He made a complex subject understandable!"

Numbers have been down this past year but donations are up substantially.

Adjournment: Board President Jim Allen adjourned the meeting at 8:09 p.m.

Respectfully Submitted,

Mary Jane Luther, Secretary
Board of Directors
Meeteetse Museum District