

**MEETEETSE MUSEUM DISTRICT
MINUTES OF THE BOARD
February 11, 2025**

President Michael Oliver called the regular meeting of the Meeteetse Museum Board to order at 5:00 p.m.

Roll call: Board members present were Michael Oliver, Lynn Sessions, Joe Winkler, Maria Kluesner, Ashton Shepperson, and Mary Jane Luther. Executive Director Alex Deselms and Public Outreach and Engagement Director Elizabeth Foss were present. Nickki Blake, accountant, was also present.

Consent Agenda: The Treasures report was held out, to be included in the discussion of the Bookkeeping Proposal. Mary Jane Luther moved to approve the Consent Agenda with the Treasures Report withheld for later discussion. Ashton Shepperson seconded the motion. All voted aye. Motion carried.

Citizens Open Forum: Roberta Oliver is attending to provide input into Mill Levy discussion.

Additions to the Agenda: None

Lynn Sessions moved to approve the agenda as presented. Maria Kluesner seconded the motion. All voted Aye. Motion carried.

New Business:

Online bill payments: Black Hills Energy and EFTPS (Electronic Fund Transfer Payroll System) are time sensitive, and our payments have been late due to the timing of board meetings within the month. If staff pay these bills with a credit card when the bills are due, the problem will be correct resolved. Maria Kluesner moved to adopt this payment method for these two bills. Joe Winkler seconded the motion. All voted aye. Motion carried.

Auditor: Our current auditor, Cynthia Rankin, is retiring. She has provided budget preparation and the yearly audit. The board will review options and look for a new auditor.

Mill levy: The current legislative session is looking to reduce property taxes which could have a significant impact on small districts. Roberta Oliver has talked with numerous people locally and at the state level. Board members writing letters may be the best vehicle to get the attention of state legislators to inform them of the consequences of various proposals.

Ongoing Business:

Bookkeeping proposal: Nikki Blake presented her bookkeeping proposal having met with Lili Turnell, outgoing Treasurer and Lynn Session, current Treasurer. Mary Jane Luther moved to

accept the proposal and the Treasures Report. Maria Kluesner seconded the motion. All voted aye. Motion carried. Nikki asked for board input for the format of future reports to make them easier to review. Lynn Sessions has a bond as required for her position as Treasurer.

Bank Signature Cards: Lynn Sessions presented the forms for signatures by the Officers. Nikki Blake will take the forms to the bank.

Roof and Solar: The roofing company has been paid. Alex Deselms has signed the Net Metering grant. We are on the schedule to start the installation of solar panels in April. The question was asked if the Bank Museum could be added to the roof inspection agreement. Alex Deselms will investigate this matter.

Front Window Replacement: The Board reviewed the estimates from local glass companies to replace the damaged front window. Big Horn glass submitted an estimate for the total installation. Lynn Sessions moved to accept the proposal from Big Horn Glass, for \$5800, to replace the window facing the Mercantile. Joe Winkler seconded the motion. All voted aye. Motion carried.

Dark Room: George Weiser has removed the old carpet and damaged subfloor. New laminate flooring has been ordered. George will install the flooring with the help of his son. Materials for the floor will be covered by insurance.

Belden Agreement: An extension is needed for a review of the Special Loan Agreement by the Belden/Phelps families. The extension will be for sixty business days. Maria Kluesner moved to approve the extension. Ashton Shepperson seconded the motion. All voted aye. Motion carried.

Committee Reports:

Strategic Plan: Alex Deselms talked with Marion Bender, who has experience with Strategic Planning. She may be available to assist with the process.

For the Good of the Board:

Thank you to Michael Oliver for returning excess materials to Bloedorn Lumber. Alex reported, in the interest of security, staff will be installing some inexpensive game cameras to give the museum coverage until we can afford a professional system.

Adjournment: 6:30 p.m.

Respectfully Submitted,

Mary Jane Luther, Secretary
Board of Directors