

MANDAN Historical Society



Board of Directors Meeting Minutes

December 5, 2024

Location: Bennigan's Restaurant, Mandan

Present: President Porter, Secretary Spilman, Treasurer Engelter, Directors Huettl & Pope

Absent: Vice President Russell, Director Willoughby

The meeting was called to order by President Porter at 12:03 a.m. Quorum was present.

Officers' Reports

Secretary's Report: Minutes from the September 12, 2024 meeting were reviewed. The clarification to the CONEX box fund contribution via PayPal was highlighted. Secretary Spilman called to the Board's attention specifically the minutes, as presently recorded based on her recollection of the prior discussion, lacked either a motion or any specific approval to proceed with a February 2025 event on behalf of the Society verses an exploratory effort for an event. No additions or corrections offered. Motion made, seconded & approved via voice vote.

Treasurer's Report: Treasurer distributed a report for the 2024 Year-To-Date. The \$700 check from the Endowment was deposited. The open discussion from the last meeting on the source of two deposits concluded with the assignment as income from membership fees. Balance at \$17,8347.41. Closing the paper account for CONEX box fundraising was tabled until the project is complete. The Year-To-Date 2024 Treasurer's report was accepted as corrected.

Spilman reported a deposit for \$20 she picked up in November from the cash box at the museum.

Bills Presented for Approval: Secretary Spilman asked for pre-approval of the \$10 fee payment in January 2025 to file the annual report with the ND Secretary of State. No other bills were presented for approval. Motion made, seconded & approved via voice vote to pay bills presented.

Other Directors' Reports: None offered.

Committee Reports (committees without report not noted)

Ad Hoc Project Committee – Newspapers Digitalization:

- No progress reported on transfer remaining 30 volumes/14 boxes to the Heritage Center
- The unboxed bound volume of newspapers have picked up from the museum

Buildings & Grounds Committee

- The installation of the outdoor display board for the Old Post Office cornerstone has been rescheduled for Spring 2025.

Communication & Public Relations Committee

- Production of YouTube videos was suggested. No action taken.
- Currently exploring a website revamp including modern software and security certificate with costs funded by disbursements from Endowment.
- Middle School Bell Display. Tabled pending a volunteer to chair effort.

Donations & Acquisitions Committee

- A third copy of the Morton County Roots book has been received. Receipt letter issued
- Some hardcopy records have been transferred to storage in the museum's closet
- Additional efforts to organize the Society's collection continues

Grant Committee

- Based on eMails from Director Willoughby, a \$550 grant was awarded to the Society from the ND Council on the Arts for a "Mandan Founding Celebration." 80% of amount dispersed pre-event and electronically deposited to the Society's bank account.
- A condition of the grant was to establish an account for the Society in the Federal government's new SAM (System for Award Management) including compliance with cybersecurity protocols. The NDCA redisperses funds obtained through the National Endowment for the Arts and therefore is subject to Federal oversight.

Heritage Home Committee

- Further action tabled until volunteer to chair project is identified.

Membership Committee

- References to Lifetime Memberships for Dick Baron and Wilbert Adolf were identified in early Society meeting minutes. Both added to lists posted at the museum and website.
- The possibility of raising membership fees was raised. No action taken at this time.

Museum Operation Committee

- The library / desk area at the museum was reorganized including the Mandan High School yearbook collection bookcase.

Strategic Planning Committee

- To support the recent grant application to the ND Council of the Arts, the Society's Strategic plan was updated to reflect 4 changes
 - Establishment and operation of a local history museum during the summer
 - Sponsor an annual special event for the public and membership
 - Development of one or more mascots
 - Use of a software package to manage membership and organize our collection
- Copies of the revised Society's Strategic plan were presented to the Board of Directors for discussion. A motion was made, seconded and approved via voice vote.

Old Business

- **High School Yearbook Collection**
 - The recent public outreach for on Facebook has resulted in obtaining nine (9) additional issues. Duplicate copies of some issues are now available. Consideration should be given to sell extras to raise funds. No action taken.
- **Proposed February 2025 Mandan Founding Celebration**
 - Director Willoughby indicated she would not attend today's meeting but had not shared any budget or any portion of the grant application she submitted with the other Board members. Nor were program specifics, other information or scheduled activities given to other Board members. President Porter offered to schedule a special meeting at her convenience to discuss the proposed event but without a response. Without such information, the Board concluded it had to table the Founding Celebration indefinitely. Reconsideration of the original

proposal of a 2026 General Membership meeting focused on membership recruitment with City of Mandan staff and/or Mandan Progress Organization will occur at some future Board meeting.

- Boundaries of the grant award may allow a different event in 2025 with similar purpose rather than return the grant monies. Board will revisit that suggestion at the next meeting.
- **BNSF Bridge Replacement Mitigation Video Project**
 - Scripts still under development.
 - Only expense incurred to date were SHSND charges for Camp Fraizer photos

New Business

- Treasurer Engelter announced he is coordinating a special event this summer focusing 1975 period Mandan history i.e., a 50-year look-back with possible comparison to corresponding areas today. He intends to develop poster boards with photos of the era and other artifacts associated with that period in the city's history and display them at the museum this season.

Next Meeting: March 20, 2025, Noon at Bennigan's Restaurant

Motion to adjourn at 1:10 p.m.

Respectfully submitted,



Kathye Spilman
Secretary

Approved: March 20, 2025