

## **Byron Museum Board of Commissioners**

### **Regular Meeting – Minutes**

**Tuesday, May 28, 2024**

The regular meeting of the Byron Museum of History was called to order at 6:30 p.m.

**Roll Call:** Commissioners Present: Randy Stukenberg, Brenda Crabel, Jim Eisfeller, Jim Hess, and Cindy Storz. Also Present: Executive Director Marian Michaelis

**Action Item #1 Approve Agenda:** Motion by Commissioner Storz to approve the agenda as presented seconded by Commissioner Eisfeller and unanimously approved by the commissioners in attendance by voice vote.

**Action Item #2 Approval of Regular Meeting Minutes of April 23 2024,** Motion made by Commissioner Hess to approve the minutes as presented, seconded by Commissioner Crabel. Motion was unanimously approved by the commissioners in attendance by voice vote.

**Action Item #3 Approval of Expenses:** Motion made by Commissioner Eisfeller to approve the April 2024 expenses as presented and file the financial report for audit, seconded by Commissioner Hess. Motion was unanimously approved by the commissioners in attendance by roll call.

#### **Director's Report:**

1. Budgeting: You've all gotten a first draft of a preliminary budget for 2025. This version shows a "pilot payment" as part of the settlement with the power plant in the amount of \$76,643. As discussed last month, this amount is to be divided between capital expenses and building the reserve.  
  
There has been some discussion about staff raises, taking into account cost of living and inflation since the last \$1 an hour increases in 2022. The current budget draft is heavy on salaries and withholding until you've voted on any increases. (See draft and Reports)
2. Long Range Planning: Annual Business Review: The current draft moves all previously reached goals and steps down to the bottom and all remaining goals are being updated to focus on the next steps needed over the next three to ten years. (See draft)
3. Capital Improvements & Updates: As part of the long term planning process, I am compiling a list of specific capital improvements to be completed over the next three to

ten years. This week I am meeting with asbestos abatement contractors, seeking estimates for removing the siding on this building.

4. Events and Rentals: We've had a couple smaller rentals booked in May , over 200 shoppers attended the Model Car Swap Meet on 4/30.

I spent two days this month at the Beloit Historical Society helping them shift collection items out of the Hanchet-Bartlett Homestead.

Dan took the show on the road and spent three days in Milton WI for Civil War Days.

The quilt show is July 12-14, registration begins June 26.

**Action Item #4 Adjournment:** A motion to adjourn at 7:22 p.m. was made by Commissioner Storz, seconded by Commissioner Hess, and unanimously approved by the commissioners in attendance by voice vote.