

Byron Museum Board of Commissioners

Regular Meeting – Minutes

Tuesday, September 24, 2024

The regular meeting of the Byron Museum of History was called to order at 6:35 p.m.

Roll Call: Commissioners Present: Randy Stukenberg, Jim Eisfeller, Jim Hess, Heather Higgins
Commissioners Absent: Cindy Storz. Also Present: Executive Director Marian Michaelis

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

Discussion Item #1 Levy Budget and Appropriations Hearing: Held but not attended by the public.

Action Item #2 Approval of Regular Meeting Minutes of August 27, 2024, Motion made by Commissioner Eisfeller to approve the minutes as presented, seconded by Commissioner Hess. Motion was unanimously approved by the commissioners in attendance by voice vote.

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

Director's Report:

1. Hearing & Levy: Budget Ordinance 24-1 for the year 2024 needs to be passed tonight. See doc to be signed by Heather and Randy.
2. Insurance: We have two proposals from BIA - Byron Insurance Agency, one is based on RC- Replacement Cost, the other on ACV – Actual Cash Value. See proposals
3. Expenses: I.T. – The new battery back has been installed in the server rack but we have not taken delivery of the new laptop yet. I spoke to Chris about the fees for updating the firewall security software. It is almost \$500 a year and Chris made suggestions for new hardware that would not require the annual fees. He also included in his quote a new router and access points that would work with the new switch and offer seamless WIFI throughout the museum campus. See estimate.
4. Exhibits & Events: Dan and I have been working on “Hell on Wheels” a new display in the rotating veteran’s case in the theater. Local WWII vet Everett Jones was a medic attached to the 2nd Armored Division known as “Hell on Wheels”. I expect to spend around \$400 printing graphics. See estimate.

We currently have a collection of political pins/buttons on loan from Steve Jones and on display until November 16.

Miracle on 2nd Street & Festival of Trees on Friday, December 6.

5. Audit: The auditor hopes to begin October 10th with field work. As usual, one commissioner will be contacted with a questionnaire.

Action Item #4 Expenses: A motion was made by Commissioner Eisfeller to approve the I.T. proposal for a new firewall switches and wifi upgrades estimate for \$2,244.94 and BIA insurance proposal for replacement costs plus umbrella, seconded by Commissioner Hess. Motion was unanimously approved by the commissioners in attendance by roll call.

Action Item #5 Ordinance 24-1: A motion was made by Commissioner Eisfeller to approve the Budget Resolution for fiscal year 2024/2025, seconded by Commissioner Hess. Motion was unanimously approved by the commissioners in attendance by roll call.

Action Item #6 Adjournment: A motion to adjourn at 7:20 p.m. was made by Commissioner Hess, seconded by Commissioner Eisfeller, and unanimously approved by the commissioners in attendance by voice vote.