

**The ANDERSON ISLAND HISTORICAL SOCIETY
JULY BOARD MEETING MINUTES
Wednesday JULY 10, 2019 in the
McGoldrick Library of the Archival Building**

Officers

Bob Bedoll
President

Ed Stephenson
Past President

Open
Vice President &
Ways & Means

Bobi Hughes
Secretary

Todd Billett
Treasurer

Directors

Rick Anderson
Archives

Peggy Hodge
Education

Lynne Jacobsen
Public Information

Jeanne McGoldrick
Events &
Community
Services

Wayne Wallace
Operations &
Facilities

Sutton Stephens
Director Emeritus

Museum Store

Kathy Bailey
Leslie Lamb

Committee

**Chairs & Task
Managers**

Acquisitions:
Liane Heckman
Landscaping:
J. Groppenberger
Gardens:
Sue Huseby
Food:
Marsha Howells
Special Projects:
Dick Throm

CALL TO ORDER @ 7pm by past President Ed Stephenson

attendees: Ed Stephenson, Bobi Hughes, Wayne Wallace, Dick Throm,
Liane Heckman, Todd Billett, Rick Anderson, Peggy Hodge, Jeanne
McGoldrick, Lynne Jacobsen

absent: Bob Bedoll

VERIFICATION OF QUORUM (8)

ADOPTION OF AGENDA -The chair asked for a motion to approve the
agenda which was 2nd by Ed and passed unanimously.

APPROVAL OF LAST MONTH'S BOARD MEETING MINUTES
Lynne moved to accept the minutes as written. 2nd by Dick. Unanimous. Aye

REPORTS

President's Report – Bob Bedoll's report by Ed.
Motion by Lynne, Peggy
approved. Aye. unanimous

Policy Committee report:

Loan Policy 2008-1c: Ready for Board Review

Policies in review:

Number	Status
2008-2	In review by K.B.
2009-8	In review by K.B.
2009-9	In review by J.M.
2009-10	In review by J.M.
2010-11	Conflicts with 2020 - easy to fix; re: no payment for services
2010-12	In review by K.B.
2013-13	In review by K.B.
2012-21	Still in draft form - still in review (re: alcohol)

Vice President/Ways & Means - Vacant

*(Pat McGoldrick has offered to continue as the liaison for the
insurance until someone is available to fill this position)*

Report on filling the Vice President Position (Jeanne)

(1)

Public Information – Lynne Jacobsen

Status of Bernice recognition plaque(with Peggy)

It is still a work in progress - the decision still to be made as to a permanent location.

Status of Signage Upgrade Part2 and Part 3 - none

Sounder- inputs need to be turned in by the 14th

Reader board - n/a

Membership - n/a

Web site -Bob has been working on the site & has new videos as well as the monthly calendar posted.

Newsletter (Old and New) Still working on the newsletter and needs Bob's letter upon his return. The hope is to have pictures from the Salmon Bake too.

Education –Peggy Hodge

(Educational programs, presentations, classes & events)

Salmon Bake- Auction Preliminary report -preliminary results are not in. The figures will be presented on the Friday meeting with the volunteers. Todd has a figure that only includes food. That total is \$11,405.00.

Docents training and hours -
to be announced.

Weekend Docent staffing for the farmhouse - Peggy has found a few new docents- individual training.

Staffing for the archival building - not working yet. Not giving up.

2019 Potluck programs - same. no special requests

Other items to discuss-

Salmon Bake- better than expected. There was a follow up meeting 7-9-19. Revenue for 2018 and 2019 have not been compared yet. The art auction last year has made it hard to compare.

Operations and Facilities – Wayne

AB Annex Shed (Rick & Ed)

We will need a lot of concrete! No amount total projected. Plans have been received. After Rick looks them over and agrees, it will be time to submit them to the County.

Coop 2 -currently working on the windows

AB Sidewalks - promenade needs to be formed up. It will take approximately 2 more weeks to be ready.

AB Handicap signs -for the promenade and steps will be worked out.

New shed roofs- plan to start next week

Farmhouse Status:

- **Attic (insulation)** will be a rainy day job. Measurements need to be taken.
- **Heat pump** - has been ordered per Rick. We are looking for it in the next few weeks.

Windows - The replacement window (SE corner) in the farmhouse house was to be in by now. Wayne will check to see if Don Wright is available.

Water -Water will be restored. The solution is to install a small 10 gallon tank under the sink like there is in the AB. Peggy will mention it to Karen Stephens. A “skirt” may be a solution to conceal the plumbing.

- Sawmill Installation - Concrete to be poured next week.
- Gem car status-Jeanne is going to talk to the VIP contacts to see if there was any impact at the Salmon Bake by not having the Gem Car available.

Gardens-Sue Huseby-no update

Building Status - The building is in great shape.

Archives- Rick Anderson

Archival report and committee status

Revisions to the Archival Building Donor Plaque
& Block Wall Plaque
Donor plaque is complete and
installed. The block wall plaque will
be installed soon.

Movie update - James Gray (producer of some
famous video projects) was here on the 5th.
Editing was done with approximately 1-1hr 20
minutes of filming. The result was 12 stand alone
segments edited down to a few minutes. The long
versions will be available for viewing in the AB.
There is still more editing to be done.

Displays Status Inventory/ Cataloging

The toys will be brought over from the
farmhouse to the AB when the details
are worked out. Karen and Dick will
head up the new display. Timing
unknown.

Farmhouse Vision and Plan

Karen Stephens is still cleaning. Some
items are being transferred to Coop 2.

Acquisitions - Liane Heckman Donations:

Ed Faulkenburg sculpture of a seal, (has been
weatherized/weatherproofed); Charlene Holt
branding irons and bits used for horses; Ernest
Sanders (gift)a finish saw, hand forged hook and
2 oil cans; Talitha Anderson an arrowhead point
for waterfowl and possibly a cutting tool; Nyle
Thompson will be asked to look at it for
identification.

We received a box of McNeil Island archives that
we have agreed to store for them.

The president of the McNeil HS came to the Island today to look over her display and made some modifications to that.

Community Services and Events – Jeanne

McGoldrick

Wedding plans 2019 (2)

1- July 20th -Brumfield/Granddaughter

1- August 17- Tom McCarthy

Salmon/Rib Bake Preliminary Report.

Went very well.

Will be discussed on Friday.

Dick, Marsha and Karen cleaned up from the Salmon Bake.

Discussion to purchase 30 black aprons.

@ \$6 each.To be dealt with in the Salmon Bake budget.

Other Events

August 3 - Island Bands

August 10 Tacoma Concert Band

August 3 RV outing (no rigs)

Kurt Sample and campers on a Thursday
(no date)

Daryl & the Diptones (Island Arts) 7-13

Sept 13,14,15 Film Festival

July 27 Am. Legion

Picnic 1-3

July 27 Anderson

Reception -rain

(possible)

Ed is having a problem with the HS Calendar & activities posting properly.

Fee schedule not finalized. It needs to fluctuate. Lots of variables.

(5)

Treasurers Report – Todd Billett

Financials for last month- see financial file handout

Salmon bake food sales were discussed. No reconciliation figures were available.

Food sales were \$11,405.00.

A motion to approve the July 2019 finance statement was made by Lynne. 2nd by Wayne.

Any discussion. Vote. Aye. Unanimous.

Secretary's Report – Bobi Hughes

Monthly Task List for July

New Calendar posted

Fire extinguisher check

Store payment to consigners-planned

Review and renew insurance policies

L&I report

Approve financial report (audit)

Salmon Bake event

Mow Field

Ground Control

Prune Suckers

Water

Pick up fallen apples

NEW BUSINESS

Lynne plans to discuss the Salmon Bake credit/debit card ticket sales that were run in the Museum store with the appropriate person.

Wayne Kitchen: grease plugged the line during clean up at the Salmon Bake.

The line needs to be redone and a grease trap installed.

Ed: Review of the Equipment Loan Policy # 2008-1c. A motion was made by Peggy to accept Equipment Loan Policy #2008-1c. Second by Lynne. No more discussion. It was modified to state that a telephone call is acceptable for approval. All in favor. Aye. Passed. Unanimous.

MEMBER OPEN FORUM

Adjourn Meeting: 8:29

Policy No. 2008-1c

Adopted: January 9, 2008

Revised: (A) July 14, 2010, (C) July 10, 2019

EQUIPMENT LOAN POLICY Of ANDERSON ISLAND HISTORICAL SOCIETY

The purpose of this policy is to define the conditions whereby AIHS equipment may be loaned or rented to others for uses that are not associated with AIHS normal operations.

1.0 General

1.1 Definitions

Historical Society: (AIHS)/ (HS) The Anderson Island Historical Society

Johnson Historical Farm (the farm): The entire facilities of the Historical Society.

Loan recipient: The person responsible for receipt and care of the loaned equipment.

Operations Director: The AIHS Board member responsible for maintaining and managing the farm facilities and equipment.

1.1 General usage

Loaning or rental of Historical Society archives and equipment is normally discouraged by the board, although it is acknowledged that there are exceptions to this.

For the purposes of this policy only approved individuals and groups shall be allowed to borrow HS property and shall be totally liable for its care. Usage by anyone for purposes other than AIHS official events must be approved in advance by a Loan Coordinator and logged out and back in per **Appendix A**. The usage of HS buildings, grounds, documents and artifacts is covered by separate policy.

AIHS sponsored organizations, individuals and groups shall have preference for use of any facility, equipment or materials. Such use shall not normally override previously scheduled activities by other approved individuals, organizations or groups; however, special circumstances or emergencies may arise where it is necessary to do so. Reasonable efforts will be made to accommodate all requests that meet AIHS guidelines.

The AIHS reserves the right to deny use or loan of any or all of its facilities, documents, artifacts or equipment.

Responsibility

The president shall ensure the enforcement of this policy.

Adopted by the Board of Directors

_____, Date: _____ ,
_____, President
Anderson Island Historical Society

Appendix A: Loan or use of HS equipment

Any item loaned, rented or allowed to be used must be returned by the agreed time and date in the condition it was received. The cost of repair, replacement or restitution when equipment cannot be restored, is the sole responsibility of the recipient.

Unless otherwise agreed on, the loan or rental period shall not exceed three days.

A-1: Equipment for Loan or rental

1.0 Tables and folding chairs may be loaned to other island organizations which have a reciprocal loan agreement with the HS.

2.0 With prior approval, HS members may be allowed to borrow small numbers of tables, chairs or other farm equipment for short periods with approval of the Operations Director.

3.0 Tables and folding chairs may also be rented to other individuals for private usage for a separate rental fee as shown in Appendix A, section A-3.

4.0 Padded chairs may not be loaned, rented or removed from the HS facilities for any purpose.

A-2: Recording of Loan or rental of Equipment

Tables and folding chairs can only be signed out by the Custodian or the Operations Director. The number of tables and chairs available for loan or rent will be determined by the custodian or the Operations Director. A sign-out sheet will be required to record the following information:

Name of borrower:

Address where the items will be used:

Telephone Number of borrower:

Date borrowed:

Expected return date:

Quantity, description and rental fee (if any) for items:

A-3: Rental Fees (Subject to change)

Only picnic tables, white folding tables and folding chairs shall be loaned or rented. Other furnishings are only available for use at the farm.

- 1.0-Island organizations with a reciprocal loan agreement: No Charge.
- 2.0-AIHS Members with prior approval: No Charge
- 3.0-Other individuals, groups or organizations:
 - Folding Chair: ~~\$3~~ \$4 donation per chair (maximum of 70 chairs)
 - Picnic Table: ~~\$5~~ \$8 donation per table
 - White Folding Table: ???

2.0 Rules for Loan of Equipment

2.1 On-site use at the Johnson Historical Farm

The temporary loan of select equipment for use on the premises of the Johnson farm may be made to approved individuals or organizations. Equipment subject to loan and any associated costs is listed in Section A-3. Any such loan must be approved by the **Custodian or Operations Director**. Any item loaned must be returned by the agreed time and date in the condition it was loaned. The cost of repair, replacement or restitution when materials cannot be restored, is the sole responsibility of the loan recipient.

2.2 Off-site loan of Equipment

The temporary loan of select equipment for transfer off of the Johnson farm premises may be made to approved individuals or organizations. Equipment subject to loan and any associated costs is listed in Section A-3. Any such loan must be approved by the **Custodian or Operations Director**. Any item loaned must be returned by the agreed time and date in the condition it was loaned. The cost of repair, replacement or restitution when materials cannot be restored, is the sole responsibility of the loan recipient.