

Bourbonnais Grove Historical Society Board Meeting Minutes May 12, 2018

Those Present: Daron Kinzinger, Carl Moran, Gary Seiner, Jim Paul, Malette Stevenson,

Absent: Charles Balesi

Daron Kinzinger appoints Carl Moran as parliamentarian

Board Officers: Appointment for President and Secretary. Jim Paul nominated Daron Kinzinger as Board President and Malette Stevenson as secretary. Gary Seiner seconds motion. No discussion. All in favor.

Painting Bid: Membership wanted to let board know that the painting bid from John Hassett was approved. 15-17 windows frames to be scraped, caulked and painted. John offered bid of \$1,000. There was not a second bid as Mr. Hassett has done this work in the past and is a member. Daron: all in favor of accepting John Hassett to paint the windows for \$1,000.

Discussion regarding this price was an estimate. Jim stated that Mr. Hassett wanted to use left over paint of the historical society if there is any. Jim suggested that Mr. Hassett get in touch with either him or Gary in regards to the paint inventory.

Daron suggested voting by proxy through email when the bid is submitted by John Hassett. All in favor.

Malette suggested that the board needs from John Hassett's proposal to be voted on:

1. How many windows
2. Labor
3. Supply cost and if we have left over paint.

Bee Hives on BGHS property: membership in favor and voted to proceed as a probationary period for a year to see if the bee keeping process will work after Julie Larson (in charge of sustainability program that used to be at KCC) made presentation and discussion about the liability issue. Larson stated that for liability, someone would have to prove it is one of her bees.

Daron suggested board vote for record. Gary Seiner provided document of bee keeping issues. Bees listed as attractive nuisance – bee hive was there and a kid was curious about it. Daron's concerns are about the park across street, mowing, hive being on village property, and hive being in proximity of many people. Bees can travel for up to a couple of miles. Minimally of what needs to be done is to contact the village and the historical society's insurance agent to see if there would be a problem. Daron's main concern is if someone gets injured. Jim has already check village's ordinance and there is nothing pertaining to bees.

Discussion as to where bees were to be kept at a sunny location in the back of the property behind the outhouse. Also discussed was when will the hive be set up and how long will the bees be kept on the property if during the winter they hibernate, or will they be moved. Jim will find out from Julie Larson

Carl's questioning the bee keeping purpose at the historical society is to propagate more bees, pollination and honey production. If there is honey made, the society would be given a jar.

Daron is to contact insurance agent. Let the board know so the board can vote proxy.

Roof: Someone was supposed to fix the roof. Ken Ponton suggested Zeedyke who previously fixed the roof before was supposed to come out, but Daron did not receive any word. Carl asked what issue was. Daron stated roof line was off and tar flap on the back from the people who did restoration about 3 years ago. Since to bill or word. Issue is tabled.

Secretary need: No one wants to take position. Daron's suggestion was to hire off duty secretary just to take meeting minutes and prepare the minutes. Discussed that the need is about 10 times a year give or take. Jim is in favor. Marcia

has been taking the minutes, but she is not secretary, she is Executive Vice President. Malette asked about getting someone from KCC on a volunteer basis as a community service type of thing. Jim stated that the minutes are being written so the task is getting done. Jim said he could do, but a lot to ask President to also be Secretary.

Carl will ask Regina if she would take it up again. Also Carl suggested someone young staying in the area from Grace Baptist.

In August and September, Jim will be gone, Gary will chair the meeting and if Malette is in town for August, she will take the minutes. Gary's concern that if someone does volunteer they have to make the meetings.

It was decided that if someone could find a volunteer, great, if not we continue doing what we are doing. Tabled issue.

By-Law Change: Bonnie Bergeron (membership chairperson) wanted board to take look at by-laws in regards to membership cycle due dates to be changed from March to June to be from June to May, so the deadline will be in June.

We have lots of by-law changes that need to be updated. Daron can't go over the by-laws but could sit with someone during the summer to get ideas together to prepare for the board to decide what to do. The by-laws will have to have a lawyer draft them due to legalities. Daron has the Kankakee historical by-laws in possession. Malette stated that a few years ago by-laws had been sent and there were a few suggestions. She will send out the current by-laws with updated changes that were made with the newer suggestions. Daron wants to meet this summer with the committee guys to have together so the board could vote or amend.

Daron:

1. One issue in terms of by-law change is recommendations for dissolving officers to consolidate the decision making process. The idea is to come up with a new officer structure of having the board incorporate all the officers as to one set to handle the business items.
2. Membership meetings would be informational, historical with minor type of voting.
3. Update the by-laws of how we exist now. (could use Kankakee Hist. Soc. as model)

Accessions: Marcia suggested about having accessions being added to by-laws.

Malette explained about the accession gift forms to the board members. One copy was a BGHS original accession gift form. Jim was using something different. Malette also showed forms she found at the Kankakee County Historical Museum and from the Lewis & Clark Museum.

Past Perfect Accession Program (which the Kankakee County Hist. Soc. uses) is too expensive (costing \$870) and the files have to be stored on a computer's hard drive and not on a portable hard drive. This is not conducive for BGHS as we store the digital files in the safe and Malette has a copy with her, off site for protection.

Lewis & Clark Museum uses Access Program to keep track of all their accessions, which Malette obtained for free from their museum. Reports can be used to find where things are in the museum. The files can be stored on an external hard drive which BGHS stores in the safe and can be easily copied to Malette's external hard drive. The Lewis & Clark gift giver form matches the entry blanks in the Access computer program.

Malette's proposed plan is to customize the BGHS gift giver accession form to match the Access program she obtained from the Lewis & Clark Museum. She has a laptop available to be used at the museum, that needs updated. She also needs to update the old accession policies and procedures to coincide with the digital accession program.

Daron makes motion to have Malette come up with recommendations for the accessions, come back to the board, with a proposal of how she wants to change to be in tune with what Marcia was requesting us to solve, and then vote on that.

Treasurer mail: Daron: proposal of any officer can open mail especially time sensitive that is addressed to treasurer. Discussion mentions that only the Board President and Membership President could open and also be a second person

to sign any checks. The policy suggested is to have two signatures as a shared responsibility when checks are written out so no one person has control as what happened to the Kankakee County Park District. Gary Seiner is still on the bank account from when Tim Arseneau was overseas for a year. This could be an amended policy in the by-laws.

Agenda for next board meeting - Sat, June 16th at 6pm

Painting bid - proxy

Bee hives update – proxy change

Roof update – proxy vote

Membership secretary

Bylaw changes

Logo

Membership amts – revisit

House – Malette

Society mail as policy

Accession Update

Gary Motioned to adorn – 2nd by Carl all in favor.