

Byron Museum Board of Commissioners

Regular Meeting – Minutes

Tuesday, September 27, 2022

The budget ordinance hearing of the Byron Museum of History was called to order at 6:35 p.m. Copies of Ordinance 22-1 were made available, no residents attended. Hearing was closed at 6:37 p.m.

The regular meeting of the Byron Museum of History was called to order at 6:38 p.m.

Roll Call: Commissioners Present: Randy Stukenberg, Jim Hess, Cynthia Storz, Brenda Crabel, and Jim Eisfeller

Also Present: Executive Director Marian Michaelis

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

Action Item #2 Approval of Regular Meeting Minutes of August 2022, Motion made by Commissioner Storz to approve the minutes as presented, seconded by Commissioner Eisfeller. Motion was unanimously approved by the commissioners in attendance by voice vote.

Discussion Item #1 Approval of Expenses: This item was tabled until the October meeting because of PC issues with the accounting software, the reconciliation reports were not prepared. The August bank statements were available for review.

Discussion Item # Correspondence: An email from the chairman of the OCIAB (Ogle County Intergovernmental Association Board) was circulated.

Director's Report:

1. Capital Projects: Engine Studio RE audio visual elements for the exhibit. There are three separate quotes for the following elements #1 Entry Monitor & Content, #2 Audio for Basement windows, #3 Video tour. Total for all three is \$14,550. See docs Dorfman figures the final estimate totaling \$14,375. (See most recent estimates)
2. Audit: Auditor will be here October 5. Currently I am having problems with QuickBooks but I'll need to have it sorted out by then.
3. Landscaping: Feste & Company thinks they'll be done by 10/1. We have most of the plants on site, ready to go.
4. Facilities: Leaking backflow valve in the theater, may need to be rebuilt, waiting on quotes.

Action Item #3 Levy Ordinance 22/1 Motion was made by Commissioner Eisfeller to approve the levy ordinance and budget 22-1, seconded by Commissioner Hess. Motion was unanimously approved by the commissioners in attendance upon roll call vote.

Action Item #4 Grant Expenses Motion was made by Commissioner Storz to approve expenses related to the state grant for UGRR exhibit including vendors; Engine Studio for \$14,550 and Dorfman Museum Figures for \$14,375., seconded by Commissioner Hess. Motion was unanimously approved by the commissioners in attendance upon roll call vote.

Action Item #6 Adjournment: A motion to adjourn at 7:21 p.m. was made by Commissioner Hess, seconded by Commissioner Storz, and unanimously approved by the commissioners in attendance by voice vote.

Submitted by Secretary Crabel