**Byron Museum Board of Commissioners**

**Regular Meeting – Minutes**

**Tuesday, July 25, 2023**

Newly reappointed commissioner Randy Stukenberg signed oath and was sworn in.

Election of President Pro Tem – Marian Michaelis

The Annual meeting of the Byron Museum of History was called to order at 6:52 p.m.

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

**Action Item #1** Election of officers Motion was made by Eisfeller for serving officers to remain in their rolls or to nominate Randy Stukenberg as President, Jim Eisfeller as Vice President, Jim Hess as Treasure, and Brenda Crabel as Secretary, this was seconded by Hess and unanimously approved by Roll Call.

Newly elected President Randy Stukenberg relieved the pro tem to run the remainder of the agenda.

**Action Item #2** Motion was made by Hess to Set Time & Place for Meetings as the fourth Tuesday of the month, Establish Fiscal Year July 1 2023 to June 30 2024, Designate Depository for District Funds as Byron Bank, Assign Committee of the Whole, Establish Official Newspaper as the Ogle County Life and Rockford Register Star when time sensitive, and keep the Reimbursement Mileage Rate in line with the State of Illinois, seconded by Eisfeller and unanimously approved by Roll Call.

**Action Item #3 Approve Agenda:** Motion by Commissioner Eisfeller to approve the agenda as presented seconded by Commissioner Hess and unanimously approved by the commissioners in attendance by voice vote.

**Action Item #4 Approval of Regular Meeting Minutes of June 2023,** Motion made by Commissioner Hess to approve the minutes as presented, seconded by Commissioner Eisfeller. Motion was unanimously approved by the commissioners in attendance by voice vote.

**Action Item #5 Approval of Expenses:** Motion made by Commissioner Storz to approve the April 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. Annual Meeting:
Election of Officers, Set Time & Place for Meetings, Establish Fiscal Year, Designate Depository for District Funds, Committee Assignments, Establish Official Newspaper, Establish Reimbursement Mileage Rate.
2. Preliminary Budget and Levy: You all got copies of the proposed preliminary budget with a levy amount of $141,000 to stay inline with the 2022 BOR assessments. We also have the resolution to be passed in August and the Ordinance to be passed in September. (See budget docs)
3. Future Capital Improvements
**Need to do FIRST:** New furnace for 110, new AC for WW, Replace WW windows (above dry cleaner). Address drainage issues around theater and between buildings.
**Need to do NEXT:** Remove/Replace plaster on Read House foundation. Paint/Caulk Annex and all White Trim, including theater. Roofing Read House, Annex, and 110 Union.(within 5-8 years?)
**Would LIKE To Do:** Solar? Remove Asbestos siding and paint cinderblock walls on 110. Replace signs facing RT2 on 110. Replace brown carpet with tiles.
4. IDNR Grant: The billing packet for $116,000 has been sent!
5. Events & Rentals:
	1. Quilt Show: Best attendance in years at #255 over the weekend. The dance troop used the museum as a giant greenroom and that really boosted our total for Sunday.
	2. Hall of Fame Induction Ceremony: Will be held in the Theater this year on August 26 7-10 pm.

**Action Item #6 Preliminary Budget:** Motion made by Eisfeller to approve the preliminary budget as presented, seconded by Hess. Motion was unanimously approved by the commissioners in attendance by roll call.

**Action Item #7 Adjournment:** A motion to adjourn at 7:25 p.m. was made by Commissioner Hess, seconded by Commissioner Storz, and unanimously approved by the commissioners in attendance by voice vote.