

## **Byron Museum Board of Commissioners**

### **Regular Meeting – Minutes**

**Tuesday, October 24, 2023**

The regular meeting of the Byron Museum of History was called to order at 6:30 p.m.

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

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

**Action Item #2 Approval of Regular Meeting Minutes of September 26 2023,** Motion made by Commissioner Crabel to approve the minutes as presented, seconded by Commissioner Eisfeller. Motion was unanimously approved by the commissioners in attendance by voice vote.

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

#### **Director's Report:**

Audit: The auditors started their field work on 10/18. We should be looking at a draft in November and probably approving the final at the December meeting.

#### Events & Rentals:

FOT: Festival of Trees is Friday December 1<sup>st</sup>. It's still only \$5 to enter a tree.

IFM: Indoor Market is Saturday December 2<sup>nd</sup> 10am to 1 pm.

Main Gallery Carpet Quotes: The estimates have not arrived but I have met with three area vendors so far, Lonny's, Carpet One, and Benchmark. Samples are be sent and I'll visit a couple of them to look through samples as well. I am asking for separate quotes for the office spaces, labor, and materials. My hope is that we can have this completed in January when we are closed.

**Action Item #4** Motion made by Commissioner Eisfeller to approve budget ordinance 23-2 and related documents as presented, seconded by Commissioner Storz. Motion was unanimously approved by the commissioners in attendance by roll call.

**Action Item #6 Adjournment:** A motion to adjourn at 6:56 p.m. was made by Commissioner Storz, seconded by Commissioner Eisfeller, and unanimously approved by the commissioners in attendance by voice vote.