

## **Byron Museum Board of Commissioners**

### **Regular Meeting – Minutes**

**Tuesday, June 22, 2025**

The regular meeting of the Byron Museum of History was called to order at 6:35 p.m.

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

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

**Action Item #2 Approval of Regular Meeting Minutes of May 2025,** 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 #3 Approval of Expenses:** Motion made by Commissioner Storz to approve the April 2025 expenses as presented and file the financial report for audit, seconded by Commissioner Eisfeller. Motion was unanimously approved by the commissioners in attendance by roll call.

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

1. **Budgeting:** In the most recent draft of the preliminary budget we've removed a couple lines "Loss from operations and Cash balance draw down". Mostly because they aren't needed in the ord docs. If you'd like to see them back in, let me know. We've also added the anticipated grant reimbursement (\$35,000) under revenue and are now showing the balance of the restricted account (\$75,106.23) in "Capital Expense – Restricted" to be spent on the roof project. Although the Grant numbers will be broken out on the ordinance. By June 30, we will have the actual tax drop amount and all of the ending balance numbers. I will get these figures to Kristine ASAP but all of the budget and levy amounts will be the same. (See budget draft and folder)
2. **NTF Grant:** The comments from the State Historic Preservation Office have been emailed to all of you. The take-away being that our choice for new roofing is too much like split cedar shakes and not enough like the sawn cedar shingles originally used. The RFP has been updated with a new timeline and the following specs...  
"The Read House and Annex must use a compatible roofing material that satisfactorily visually matches traditional sawn-cedar shingles in texture and color

(i.e., the color of weathered cedar shingles). Two composite roof tiles that adequately mimic the visual quality of weathered, sawn-cedar 2 shingles are DaVinci (<https://www.davinciroofscapes.com/products/shake/multi-width-shake/>) in “Chesapeake” and Brava (<https://www.bravarooftile.com/roof-tiles/cedar-shake-roof/>) in Lake Forest, and they must be laid in even rows.

3. Quilt Show: Registration begins June 25 and ends July 9.  
Quilt Show hours to view and vote: Friday, July 11 5-8pm, Saturday, July 12 10am-7pm, Sunday, July 13 10am-12pm.  
**New Sunday** hours: Quilt Show opens at 10:00 am and closes at noon for viewing and voting. Quilts can be picked up between 3:00 and 4:00 PM on Sunday.  
The Byron Dance Academy will be performing between 1:00 and 3:00 pm on the stage behind the theater.
4. Tonight is the last meeting for Jim Hess as Commissioner. Thank you Jim for serving as treasurer and all of your help over the years!

**Discussion Item #1 Capital Improvements:** Roofing materials for the Read House were discussed and an alternate estimate is to be added to the grants RFP to include the SHPO recommendation of plastic shingles and the original steel shingle option for comparison. The rubber roofing on the southern side of the main gallery was also discussed, needing the gutter replaced and wanting to check the integrity of the wood under the rubber roofing.

**Action Item #4 Adjournment:** A motion to approve the preliminary budget numbers was made by Commissioner Hess, seconded by Commissioner Eisfeller, and unanimously approved by the commissioners in attendance by roll call vote.

**Action Item #5 Adjournment:** A motion to approve the meeting schedule for the next fiscal year was made by Commissioner Storz, seconded by Commissioner Hess, and unanimously approved by the commissioners in attendance by roll call.

**Action Item #6 Adjournment:** A motion to adjourn at 7:15 p.m. was made by Commissioner Hess, seconded by Commissioner Storz, and unanimously approved by the commissioners in attendance by voice vote.