

Byron Museum Board of Commissioners

Regular Meeting – Minutes

Tuesday, October 28, 2025

The Annual 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, and Heather Higgins. Commissioners Absent: Craig Bontjes. Also Present: Executive Director Marian Michaelis.

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

Action Item #2 Approval of Regular Meeting Minutes of September 2025, Motion made by Commissioner Eisfeller to approve the minutes as presented, seconded by Commissioner Storz. 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 September 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. NTF Grant: Since our last meeting, we have received an updated proposal from the lowest bidder, raising their total by more than \$10,000. We still do not have a clear answer to our contract question. With the lead time for ordering materials (4-10 weeks), the weather, and the shutdown, it might still be possible to get this done before the end of March 29, 2026, but I don't think it's probable. I would propose a 60 day extension to the deadline but our contact with the grantor has been furloughed. I have emailed him about scheduling a phone call when he's back in his office and I filed our quarterly report through the online portal. A new RFP may be in our future?

DaVinci Material	August	October	Difference
Taza General Contractor	\$68,786	\$79,895	+\$11,109
Boss Sub-Contractor	\$65,162	\$61,903.90	-\$3,258
G.C. markup	\$3,624	\$17,992	

2. Insurance Renewal: Since the September meeting, the coverage for the contents of the museum has been raised from \$114,000 to \$300,000 which increased our annual premium by \$339 bringing our total premium for FY 2026 up to \$15,916. Of course, we expect that to go up again when we have a new roof.
3. Banking: Tonight we have some banking documents to sign but I did not add this to the agenda as action items. The first is adding the new Treasurer, Cynthia Storz as a signer on the bank accounts. The second is a document that I signed yesterday at the bank with Scott Mincemoyer and their controller, Abbie Schofield to insure our deposits over \$250,000. See resolution
4. Exhibit Upgrade: Engine Studio was here on Wednesday to install the new “attractant” slide show and video button in the AG exhibit. It looks great and you should check it out!
5. Coming up: We have been asked to host the Byron Chamber’s next Afterhours event on **Thursday, November 20th 5:00-7:00 PM**. If you haven’t attended one of these in the past or you just want a free glass of wine, you should stop by. We haven’t hosted since 2019 but it was well attended. Chamber members are invited to bring ornaments or items that represent their business to decorate the chamber’s tree. Festival of Trees and Indoor Market are going to be the same weekend again this year. By popular demand, the market vendors will set up in the theater the evening of **Miracle on 2nd Street December 5 Friday evening 5-8pm and then be back Saturday morning 10am to 1pm**.

Discussion Item #1 Roofing Contract: Updated proposals were reviewed but no contract awarded. The director was tasked with revising and reposting the roofing RFP.

Action Item #4 Ordinance 25-2: Motion made by Eisfeller to approve the Budget and Appropriations Ordinance 25-2 and execute associated documents to be files with the county clerk, seconded by Storz. Motion was unanimously approved by the commissioners in attendance by roll call.

Action Item #13 Adjournment: A motion to adjourn at 7:07 p.m. was made by Commissioner Storz, seconded by Commissioner Eisfeller, and unanimously approved by the commissioners in attendance by voice vote.