

# Byron Museum Board of Commissioners

## Regular Meeting – Minutes

**Tuesday, September 23, 2025**

Election of President Pro Tem Marian Michaelis motion made by Eisfeller, seconded by Storz.

The Annual meeting of the Byron Museum of History was called to order at 6:40 p.m.

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

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

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

### Director’s Report:

1. NTF Grant: We have multiple proposals to review and all of them are higher than anticipated. I’m hoping that tonight we can decide; if we should award a contract based on these proposals, what material we can live with, and how we want to move forward with the grantor. Any plan based on these amounts will require approval from the grantor before moving forward. I’m wondering what the true cost of new gutters is. (See Proposals folder)

	Decra/Steel	DaVinci	
L. Marshall	\$ 130,000.00	\$ 135,000.00	Includes Gutters
Sterling Commercial Roofing	\$ 112,950.00	\$ 149,250.00	

	Decra	DaVinci	
TAZA dba TIS	\$ 63,786.00	\$ 68,786.00	NO Gutters
	\$ 87,475.00		

2. Audit: Work with the auditor will start in September. We haven’t scheduled a day for the field work, but it will be sometime in October.

3. Exhibits AV: Dan and I met with Engine Studio on July 30 and they have gotten us an estimate for three separate upgrades to the tech in the UGRR and AG exhibits.  
(See proposal)
4. Deaccessioning: Dolls! This is the next round of 56 “dolls” that I am recommending be removed from the collection. (See list of dolls and toys)

**Discussion Item #1 Roofing Contract:** Proposals were reviewed but no contract awarded. The director was tasked with contacting the bidders for a breakdown of the gutter costs and the insurance agent regarding the recommended materials. The topic will be revisited at a future meeting.

**Action Item #5 Expenses:** Motion made by Bontjes to approve the audio-visual updates to the UGRR and agriculture exhibits for \$900, seconded by Eisfeller. Motion was unanimously approved by the commissioners in attendance by roll call.

**Action Item #13 Adjournment:** A motion to adjourn at 7:40 p.m. was made by Commissioner Bontjes, seconded by Commissioner Eisfeller, and unanimously approved by the commissioners in attendance by voice vote.