

Byron Museum Board of Commissioners

Regular Meeting – Minutes

Tuesday, February 24, 2026

The Annual meeting of the Byron Museum of History was called to order at 6:45 p.m.

Roll Call: Commissioners Present: Randy Stukenberg, Cynthia Storz, Jim Eisfeller, and Craig Bontjes. Commissioners Absent: 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 January 27, 2026 Motion made by Commissioner Storz 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 December 2025 and January 2026 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:

1. Network to Freedom/NTF Grant: Since our last meeting, the contractor selected in January pulled their roofing proposal. After some back and forth, I would like to recommend that we go with C3 Construction. They were the lowest amount \$58,645 for the Brava material, not DaVinci but still approved by the state (SHPO) and fed. C3 has renewed their proposal (attached) for an addition 30 days and are very excited to work on this project. I've been working with their rep Birk, and he sees no reason not to move forward but they agreed that an extension would be great weatherwise.

My hope is to have the 50% deposit check signed tonight once the vote is taken so they can order the materials right away.

We have gotten positive feedback from their past clients that were satisfied with their work and the product. I have also been in touch with our grant rep and expect an extension to be approved once we have a vendor under contract.

2. Plumbing Update: Last week the plumbers were able to scope one out of two of the sewer lines having issues in January. There is some work that we'll need to have done before they can scope the 110 building and Anderson is getting us an estimate on that work and for what they are recommending for the Read House line which they did scope...clay pipes, roots, etc. A more immediate need is the cast iron pipe in the RH basement that has a crack in it (see pic). I have also asked them to estimate replacing the whole line out to the street for our information. Without being able to scope the second line, they could not verify their theory that the sewer line runs from the outhouse exhibit, toward the Read House and joins up with that same clay pipe terminating at Rt2/Blackhawk. They also completed the annual check on the backflow preventer valve in the theater and will send the results to the city.
3. Revenue Reports: At the January meeting, we talked some about gift shop and rental revenues compared to the last fiscal year. Along with the bank statements, you'll see a YTD PnL and reports with details for Gift Shop and Rental revenues.
4. Art Show: Saturday we had 59 people come through for the art show, best turnout since we started in 2017!

Action Item #4 Roofing Contract: After some review and discussion, a motion was made by Commissioner Bontjes to award the roofing contract to C3 Construction seconded by Commissioner Eisfeller and unanimously approved by the commissioners in attendance by roll call.

Action Item #5 Adjournment: A motion to adjourn at 7:15 p.m. was made by Commissioner Bontjes, seconded by Commissioner Eisfeller, and unanimously approved by the commissioners in attendance by voice vote.