Byron Museum Board of Commissioners

Regular Meeting – Minutes

<u>Tuesday, April 28, 2026</u>

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

Action Item #1 Approve Agenda: Motion by Commissioner Storz 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 February 24, 2026 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 Bontjes to approve the February & March 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 in February;
   a. We have received a 90-day extension on the grant deadline, giving us April, May, and June to complete the project and bill AASLH for reimbursement.
   b. C3 Construction, the roofing contractor selected has finished replacing the asphalt shingles. Once they removed two layers of shingles, they found spaced planks rather than solid decking. They're contingency rate for installing new plywood was $85 each, #41 pieces were installed. Bringing the total for roofing to $62,130.
   c. C3 also gave an estimate for new gutters and replacing most of the fascia and soffit wood with a composite material. The initial estimate was $8,700 but the material they proposed was not approved by SHPO and we expect the approved material to bring that total closer to $10,000.
   d. Right now we are waiting to hear back from the contractor with a timeline and final dollar amount but it looks like we can get the original scope of work completed for around $72,000 and be reimbursed $35,000.

2. Plumbing Update: Since the last meeting, we have had a few plumbers visit but only have one estimate from Anderson P&H. With the road work beginning, I am hopeful that we could have a new sewer line ran and attached to the "main" before a new sidewalk gets poured. After speaking with different vendors, it sounds like a liner/sleeve option would not be a great fit for our situation because of the condition and placement of the clay pipe sections. The mortar that connected the sections is gone and a continuous downward grade cannot be maintained.
   The city has confirmed that the 110 building does NOT join up with the Read house sewer line, so that puts the 110 needs on a back burner for now.

3. City Lease: The Dumpster area behind the Theater is tied to a lease with the city. We had agreed to 10 years with an option to renew and are able to cancel with notice. I would like to propose that we give the city notice that they need to make other arrangements as soon as they are able. They may need to budget for work to be done next summer but it needs to be removed before ByronFest 2027 and anytime after ByronFest 2026 should be fine.
   The urgency is because of work that needs to be done behind their coral. The reason it needs to be permanent is that the city and users do not clean up after themselves as stated in the lease agreement and it is a pest attractant. I suggest that we go back to using the southern garbage coral and flip totes. See pics and lease docs.
   I'd also like to discuss future uses for that space and improvements that need to be made to the cinderblock building.

Action Item #4 Roofing Contract: After some review and discussion, a motion was made by Commissioner Bontjes to approve spending up to $10,000 on the Read House gutters and fascia repairs by the roofing contractor C3 Construction seconded by Commissioner Higgins and unanimously approved by the commissioners in attendance by roll call.

Action Item #5 Adjournment: A motion to adjourn at 7:23 p.m. was made by Commissioner Bontjes, seconded by Commissioner Storz, and unanimously approved by the commissioners in attendance by voice vote.