

Byron Museum Board of Commissioners

Regular Meeting – Minutes

Tuesday, June 23, 2026

The Annual meeting of the Byron Museum of History was called to order at 6:32 p.m.

Roll Call: Commissioners Present: Randy Stukenberg, Jim Eisfeller, Heather Higgins, and Cynthia Storz. Commissioners Absent: Craig Bontjes.

Also Present: Executive Director Marian Michaelis.

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

Action Item #2 Approval of Regular Meeting Minutes of May 20, 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 May 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. Budgeting: This draft of the 2026/2027 FY Preliminary Budget shows adjustments highlighted for line items; Education, Accounting, Postage, Reserve, and Capital Expenses Restricted. The new grant request for \$120,000 as been added for the Read House Plumbing Update project.
2. Network to Freedom/NTF Grant: We are still pushing to finish the trim work and new gutters on the Read House and pay the final invoice by June 30. Unfortunately, the workers found a couple areas that require more material or some of a different dimension, which is another setback. I have reached out to our grant rep to request an extension.
3. The plumbing upgrade project also involves a grant application through the NPS and I have two new estimates to share. The most recent estimate claims that the city will require \$45,000 for "permits and traffic control" to close two lanes on Rt2. I'll put in a call to the city tomorrow to find out the details.
With the two estimates so far, minus the \$45k, we have one for \$27,000 and the other at \$64,000. Because of these estimates, I have raised the new grant application budget to \$120,000.

4. Lease Amendment: The lease amendment will extend the Commercial Lease Agreement with Holmstrom Kennedy to January 31, 2027.
5. Quilt Show & ByronFest: Quilt registration has begun! The Byron Museum's 39th Annual Quilt Show will be held during ByronFest July 10, 11, and 12, 2026. Quilt Show hours: Friday, July 10 5-8pm, Saturday, July 11 10am-7pm, Sunday, July 12 11am-12 noon.

Action Item #4 Tenant Lease: A motion was made by Commissioner Eisfeller to approve the amendment extending the Holmstrom Kennedy lease through January 2027 seconded by Commissioner Storz and unanimously approved by the commissioners in attendance by roll call.

Action Item #5 Grant Application: After some review and discussion, a motion was made by Commissioner Storz to authorize the director's application for \$60,000 in grant funds to make \$120,000 in plumbing updates and capital improvements to the Lucius Read House seconded by Commissioner Higgins and unanimously approved by the commissioners in attendance by roll call.

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