

## **Byron Museum Board of Commissioners**

### **Regular Meeting – Minutes**

**Tuesday, July 28, 2026**

Newly appointed commissioner Cynthia Storz signed oath and was sworn in.

**Action Item #1** Election of President Pro Tem Marian Michaelis motion made by Bontjes, seconded by Storz and unanimously approved by Roll Call.

**Action Item #2** Election of board officers, Motion was made by commissioner Bontjes to reelect the 2026 slate of officers, this was seconded by Stukenberg and unanimously approved by Roll Call.

Officers: President Randy Stukenberg, Vice President Jim Eisfeller, Treasurer Cynthia Storz, Secretary Heather Higgins, Commissioner Craig Bontjes. Newly elected President Randy Stukenberg relieved the pro tem to run the remainder of the meeting.

The Annual meeting of the Byron Museum of History was called to order at 6:37 p.m.

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

**Action Item #3** Motion was made by Higgins to Set Time & Place for Meetings as the fourth Tuesday of the month at 6:30pm, Establish Fiscal Year July 1 to June 30, Designate Depository for District Funds as Byron Bank, Assign Committee of the Whole, Establish Official Newspaper as the Ogle County Life and Rockford Register Star when time sensitive, and set the Reimbursement Mileage Rate at \$0.76 per mile, seconded by Bontjes and unanimously approved by Roll Call.

**Action Item #4 Approve Agenda:** Motion by Commissioner Bontjes to approve the agenda as presented seconded by Commissioner Storz and unanimously approved by the commissioners in attendance by voice vote.

**Action Item #5 Approval of Regular Meeting Minutes of June 2026,** Motion made by Commissioner Storz to approve the minutes as presented, seconded by Commissioner Higgins. Motion was unanimously approved by the commissioners in attendance by voice vote.

**Action Item #6 Approval of Expenses:** Motion made by Commissioner Bontjes to approve the June 2026 expenses as presented and file the financial report for audit, seconded by Commissioner Higgins. Motion was unanimously approved by the commissioners in attendance by roll call.

## **Director's Report:**

1. **Budgeting:** The final draft of the 2026/2027 FY Preliminary Budget is available for approval with confirmed final account balances and tax drop amounts. It also shows budgets for both grants since we have not received the reimbursement for the roofing project and we are assuming that our application for the Read House Plumbing Update project will be approved. If the plumbing grant is not awarded, we will need to amend the budget in 2027 to reflect the change.
2. **Network to Freedom/NTF Roofing Grant:** We have a new deadline of September 30<sup>th</sup>, having received a 90 day extension on the roofing grant. The approved materials arrived 7/8 so work had to wait until after ByronFest but the soffits and fascia work wrapped up on 7/24. The final step will be the gutters and I hope to pay the final invoice for \$35,000 in August and bill the NPS well before the deadline.
3. **Network to Freedom/NTF Plumbing Upgrade Project:** The new grant application was submitted on June 30 for the budget amount of \$120,000. And a 50/50 match. The city has been very informative and seems flexible, even suggesting the potential rerouting of the sewer line to head East out of the basement, rather than South. I have a short list of vendors to approach for proposals whether or not we receive grant support.
4. **Quilt Show & ByronFest:** The Byron Museum's 39<sup>th</sup> Annual Quilt Show is over! We had 217 visitors over the weekend.

**Action Item #7 Preliminary Budget:** Motion made by Bontjes to approve the preliminary budget as presented, seconded by Storz. Motion was unanimously approved by the commissioners in attendance by roll call.

**Action Item #8 Resolution:** Motion made by Storz to approve the Truth in Taxation Resolution as presented, seconded by Bontjes. Motion was unanimously approved by the commissioners in attendance by roll call.

**Action Item #9 Adjournment:** A motion to adjourn at 7:08 p.m. was made by Commissioner Bontjes, seconded by Commissioner Higgins, and unanimously approved by the commissioners in attendance by voice vote.