

**BOARD MEETING MINUTES**  
**TSHS BOARD OF DIRECTORS**  
**Wednesday, May 8<sup>th</sup>, 2024 at 1:30pm**  
**Breitung Community Center or Zoom (see email for how to join)**

**Call to Order/Roll Call:** President Nancy Larson at 1:38pm

**In-Person Attendance:**, Richard Hanson-Board, Cliff Koski-Board, Diane Meehan-Treasurer, Kathy Siskar-Board, Leon Anderson-Board

**Virtual/Phone Attendance:** Nancy Larson-President, Linda Folstad-Vice President, Louise Gately-Secretary, Dick Peyla-Board, Cookie Bonicatto-Board

**Absent:** Linda Haugen-Board, Doug Workman-Board

**Approval of Agenda and Action Items:**

Nancy Larson and Kathy Siskar asked to have videographer/oral histories added under New Business. Depot radio and volunteers for various things were also added.

Motion by Louise Gately to approve the meeting agenda as presented.

2<sup>nd</sup> by Kathy

Motion carried 10-0

**Meeting Minutes:** April 10<sup>th</sup>, 2024

**Motion to Approve**

Motion by Louise to approve the minutes of the April 10, 2024, Board Meeting as presented

2<sup>nd</sup> by Diane Meehan

Motion carried 10-0

**Treasurer's Report:**

- April 2024
- Nancy noted the two coding corrections she requested at April's meeting

**Motion to Accept Treasurer's Reports:**

Motion by Richad Hanson to accept the Treasurer's reports as presented

2<sup>nd</sup> by Dick Peyla

Motion carried 10-0

**Motion to Authorize Disbursements:** April 2024

Motion by Linda Folstad to authorize the disbursements for April

2<sup>nd</sup> by Louise

Motion carried 10-0

**Executive Committee:** *No report*

**\*Committee Reports:** (Per By-Laws, the President, or in his/her absence, the Vice-President, shall be an ex-officio member of all committees.)

**Standing Committees and Leaders:**

1. St. Louis County Historical Society: Linda Folstad – See attached. Linda noted that the St. Louis County Commissioners voted in January to withdraw representation on the Historical Society Board of Governors, and there was discussion regarding any Board connections to the Commissioners who can advocate on our behalf.  
**Addition to Report:** Nick Jensen, Executive Director at SLCHS, explained that the St. Louis County Historical Society is looking to create a monthly speaker series. The goal is to have a speaker present twice--once in Duluth and once in a location in greater St. Louis County. Currently, Nick does not have a dedicated location for the Range audiences; he stated that previous "History in a Pint" talks have been held at bars/taverns and he is not opposed to that idea. If TSHS can think of any speakers who would be interested in speaking about history (broad scope at this time), please feel free to share names and contact information with Nick so he can add them to his master list. Range venue suggestions might be a good idea, too. Send information to [nick@thehistorypeople.org](mailto:nick@thehistorypeople.org)
2. Cemetery-on-Line: Karen Officer – *No report*
3. Communications: Louise Gately, Nancy Larson – See attached
4. Depot Museum and Trains – Facility Management: Linda Folstad, Richard Hanson, Linda Haugen, Nancy Larson, Dianna Sundahl, Doug Workman – See attached
  - \*Train Cars
  - \*Settlers Cabin
  - \*Depot Museum Management
5. Fire Hall Management: Leone Graf, Nancy Larson – See attached. The architect is hosting a pre-bid meeting today with the contractors interested in bidding the upcoming project.
6. Fund Raising (Pledges, Capital Campaign): Louise Gately, Nancy Larson – See attached
7. Grant Writing: Nancy Larson – See attached
8. Membership: Corrine Hill – *No report*

### **Project Committees and Leaders:**

1. Annual Meeting: Linda Folstad, Louise Gately, Linda Haugen, Nancy Larson – *No report*
2. Events/Programs: Louise Gately, Nancy Larson – See attached. Nancy gave an update that Steve Burgess is going to have to postpone his talk until 2025 and a possible replacement for him this year could be Dave Anderson.
3. Life Stories/Oral History: Cookie Bonicatto, Kathy Siskar – *No report*
4. Nominating: Board appoints leader and committee in July
5. Past Perfect Web Edition: Nancy Larson – See attached
6. Soudan Mine Memorial: Elaine McGillivray – *No report*

### **Committee Reports Questions/Discussion:**

#### **Motion to Approve Reports**

Motion by Linda F. to approve the Committee Reports as presented  
 2<sup>nd</sup> by Diane  
 Motion carried 10-0

### **Old Business:**

- Hard File Storage – Richard could not find any requirements. Linda F. will ask at the next St. Louis County meeting if they have any guidance.
- Depot Cleaning Day: May 22<sup>nd</sup> at 10am – There were issues with last year's cleaning, so it was requested that a list of specific tasks be made for this year's cleaning day.

- Depot Opening Date: May 24<sup>th</sup> (Friday of Memorial Day weekend) – Louise requested that some press coverage be generated to promote opening day including a press release and contacting the Timberjay.

**New Business:**

- Volunteers – Linda F. requested that anyone interested in serving as a greeter this summer contacts her so that she can start filling in the schedule. Louise asked for volunteers to bake and bring cookies for Train Tales.
- PastPerfect Museum Software Update – The people who will be involved with the software met with the PastPerfect people on May 3<sup>rd</sup> and learned about the system and some issues with our current records that need cleaned up before the transfer process can take place. We will likely be ready to transfer over sometime in July or August.
- Videographer/Oral Histories/Cameras – Jake who recorded at the Annual Meeting has not gotten anything back to us yet. Nancy asked for recommendations on others we can contact to do this type of work for us in the future. Cookie spoke about needing a videographer for the oral histories and Kathy suggested that we ask if the people being interviewed mind having an audience. If they do not, it would be a wonderful opportunity to invite people from the community in to hear them speak. Kathy will be reaching out to Rod to see if we can contract with him to do the video for history talks/oral histories. Additionally, we want to find out who has our cameras and if they will work for these projects or if we can use phones or iPads instead (if Rod isn't available). The only concern is regarding the editing process.

Items for discussion at June meeting:

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**Adjourn:**

Motion by Kathy to adjourn at 3:05pm

Motion carried 10-0

***Next Board Meeting is June 12<sup>th</sup>, 2024 at 1:30pm.***

***\*Please review the attached most recent committee list and responsibilities (located at the end of the board packet). Contact Linda F. if you wish to be added or removed from any of the committees listed.***