

Crook County Museum District Meeting Minutes
January 29, 2024 , 5:30 PM
Crook County Library Meeting Room

CALL TO ORDER

A regular meeting of the CCMD Board was held in Sundance, WY on January 29, 2024 at the Sundance Library Meeting Room. It was a make-up meeting due to the lack of in person people at the previous meeting on January 22nd. Andrea Wood called the meeting to order at 5:30 pm and the Pledge of Allegiance was recited.

ROLL CALL

The meeting opened with the following present: Andrea Wood, Lorie Marchant, Amy Boswell, Amy Goodson, Galen Moline, Rocky Courchaine, Alexandra Reynolds and guest- Kyle.

APPROVAL OF AGENDA

Lorie moved to approve the agenda, Galen 2nd, motion passed.

APPROVAL OF PRIOR MINUTES

November meeting minutes were read through. Lorie moved to approve the prior minutes, Galen 2nd, motion passed.

REPORTS & MONTHLY APPROVALS and DISCUSSION

The treasurer report and bills were approved at the prior January meeting.

OLD BUSINESS

The board continued the discussion of the bats in Old Stoney. Lorie moved to table the bat discussion for now until more information on the budget and if there are different warranty options available, Galen 2nd, motion to table passed. The next topic was the website Project/Workshop with Sagebrush. Amy G. moved to have the meeting in the Sundance Library Meeting room, Galen 2nd, Lorie moved to also have Old Stoney Conference room as a back up, Amy B 2nd, motion passed.

NEW BUSINESS

Next topic was Sundance Chamber of Commerce Membership form. Lorie motioned that the District pay for each of the museum's chamber memberships, and Old Stoney, Amy G. 2nd, motion passed.

Alexandra brought up needing stamps and envelopes for the billing. Lorie motioned to purchase envelopes from Sundance Times as needed, and to also use Sundance Times to make new

envelopes with the new marketing made by Sagebrush in the future. Also attached to the motion was to set up and use stamps.com for postage. Amy G 2nd, and motion passed.

The board went into executive session at 6:52pm and came out of executive session at 7:54pm.

Tabled Business

The board looked over the rental contracts for Old Stoney. Lorie motioned to have the current leases offered to resign from February 1, 2024- December 31, 2024 at the current rate with the understanding that the rates are subjected to change at the end of the year, and the board to revisit the leases before then. Amg G seconded, motion passed.

The topic of rental space construction was brought up and Amy G quickly moved to table this topic due to the large cost of bat removal and funding concerns, Lorie seconded and motion to table passed.

International Round up is in Casper this year in April. Amy G. motioned that the board send Alexandra to the Round Up with Jen from Sagebrush Marketing, with the approval to use what funds is needed to make 100 brochures or what literature is needed for the event. Lorie 2nd, motion passed.

TruGreen, the lawn service at Old Stoney, sent in a quote to prepay for the year and save \$44. Amy G. motioned to prepay for the service, Lorie 2nd, motion passed.

Lorie came in with an update on blanket bonding for the board. More research is needed. Lorie motioned to table the blanket bonding, Amy G 2nd, motion passed.

Gillette News Record puts out a travel magazine that covers from the Bighorns to the BlackHills. Amy G motioned for approval to do a full page ad on page 2 for all three museums and for the directors to work together at the retreat on creating an ad. Lorie 2nd, motion passed.

The board read over the employee standards worksheet. Amy G motioned to have theses brought to the employees of the board, Amy B 2nd, motion passed.

Lastly, in the mail came a check from Casper Antique & Collections Club. Lorie motioned to have Alexandra follow up with them on how they would like to proceed for next meeting, Amy G 2nd, motion passed.

The following items were kept tabled due to time frame.

1. Job Descriptions- table
2. Employee Contract - table
3. Revised Mission/Vision Statements - table
4. Bylaws - table

Amy G. called to adjourn the meeting at 7:57pm, Lorie 2nd, motion passed and the meeting ended.

Work Session

Bylaws, Policies and Procedures

Next regularly scheduled meeting:

Monday, February 19, 2024
Sundance State Bank Meeting Room
Sundance, WY
5:30 pm