

January 9, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met January 9, 2014 following the special meeting. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Treasurer Melissa Peerman, Trustee Connie Weinzapfel, Director Ryan Rokicki, and Margaret Scherzinger.

The Minutes of the December 12, 2013 meeting were presented. Discussion concerning omission of mention of a money transfer took place. The amendment to the minutes would read, "Discussion took place concerning funds that would be used for the Stacks Room Bicentennial Project. It was recommended that the gains made from the Hilliard Lyons-John Schutz account could be used. The original endowment of \$200,000 would be left in tact." Connie Weinzapfel made a motion to approve the minutes as amended. Nathan Maudlin seconded. Approved.

The Treasurer's Report was presented. It was reported that there were no negative balances at the end of 2013 and the WMI was in compliance with the Indiana State board of Accounts. Tom Cullum moved to accept the Treasurer's Report and hold it for audit. Melissa Peerman seconded the motion. Approved.

In Old Business

Roof Due to unfavorable weather, Lehman's has not been able to work on the roof.

Air Handlers Ryan has asked for a written report from H. A. Lewis on the progress of this project.

Mr. Frayser mentioned that he had called a meeting for the Bicentennial Project Planning Committee. His invitation was extended to members of Long Range Planning Committee, the Friends of WMI Board, local historians, and WMI staff.

Mr. Maudlin moved that a transfer of \$122,938 from the Hilliard Lyons fund managed by John Schutz to the Reserve Cash (Money Market) account. This money would be earmarked for the Stacks Room/Bicentennial Project. Mr. Cullum seconded. Approved.

To complete this transfer, Mr. Cullum moved that all of the Trustees' signatures would be on file at Hilliard Lyons, and that no less than three signatures would be needed to execute a transfer. Ms. Weinzapfel seconded. Approved.

A short recess was called. The Trustees then met to discuss

salaries. In New Business

The Board of Trustees meeting was called back to order.

After discussion of the names of all of the money accounts, Mr. Maudlin moved to rename the Hilliard Lyons account managed by John Schutz to The Jean Miller Fund. (Mrs. Miller had bequeathed the \$200,000 that opened this account.) Mr. Cullum seconded. Approved.

Personnel Mr. Frayser advised the Board that the budget for 2014 had increased 2 % from the 2013 budget.

Mr. Maudlin moved to increase the salaries of the Director and the Librarian by 2 % retroactive to January 1, 2014. Mrs. Peerman seconded. Approved.

Mr. Frayser complimented the work of Mr. Rokicki and Mrs. Scherzinger during the past year. Those sentiments were also expressed by the rest of the Board. Mr. Rokicki and Mrs. Scherzinger thanked the Board for their continued support.

Gallery Ceiling The Board is looking forward to Lehman's work to repair the roof and to locate the source of the leakage.

Weather Stripping The Board asked Mr. Rokicki to begin this process.

Director Rokicki gave his report.

Mr. Rokicki has an appointment with Gary Zunica to discuss archival storage. Mr. Cullum asked that Mr. Zunica take the art rack out of the entire project.

Claims were presented by Mr. Rokicki. Ms. Weinzapfel moved to accept the claims. Mr. Maudlin seconded. Approved.

Ms. Weinzapfel reported that William Elliott's grant was fully funded. This was very good news for WMI.

Mr. Frayser asked the Trustees to review the Personnel Policy.

Mrs. Peerman moved to adjourn the meeting. Ms. Weinzapfel seconded.

February 13, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met February 13, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Treasurer Melissa Peerman, Trustee Connie Weinzapfel, Director Ryan Rokicki, and Margaret Scherzinger.

The Minutes of the January 9, 2013 meeting were presented. A correction of the spelling of Jeanne Miller's name (printed "Jean Miller") was made. Melissa Peerman moved to approve the minutes as corrected. Nathan Maudlin seconded. Approved.

The Treasurer's Report was presented. During this time discussion of the presentation of the Treasurer's Report for the quarterly Membership Meetings took place. Some of the members reported to Mrs. Peerman that they would appreciate a more user-friendly version. The Board asked that Director Rokicki and Mrs. Peerman take a look at this request. Discussion then took place concerning accounts categories gift and construction accounts. The Board asked Mr. Rokicki to place a call to Robert Norris check into this. Mr. Maudlin moved to accept the Treasurer's Report and hold it for audit. Tom Cullum seconded. Approved.

Director Rokicki presented the Claims. Connie Weinzapfel moved to accept the claims. Mr. Cullum seconded. Approved.

In Old Business

Air Handlers Mr. Cullum reported that the estimated time of completion of the air handlers change over is March 1. Discussion took place concerning the use of wireless thermostats. Mr. Cullum will get a report on the costs, but his estimation was \$150 each we need four. Mr. Cullum also recommended that the 3-way valves be replaced. He estimated that each would cost \$400 again we need four. Mr. Maudlin moved that Director Rokicki would have the authority to approve up to \$3,000, in consultation with Mr. Cullum, for the wireless thermostats and 3-way valves. Mrs. Peerman seconded. Approved.

Roof Lehman's has checked the roof. Mr. Cullum said that he and a representative from Lehman's discussed replacement of the broken versus chipped tiles. They agreed that the best course of action was to make the roof weather tight. They also discussed the lead at the stairs. Two roofs come together at that point. There is also a built in gutter lined with rubber. Water is getting behind the rubber. The recommendation was to replace the broken tiles, getting the roof to weather tight condition and watch for further leakage. It was also recommended that a plan for roof replacement be developed.

Stacks Room Mr. Cullum has called a meeting for next Tuesday and will have information to share with the committee. After discussion of this project, it was agreed that the Bicentennial Project Planning Committee will make a recommendation to the Board of Trustees for further action.

Archives Storage see Director's Report

Archives Leak see Director's Report

Director Rokicki then completed his Director's

Mr. Cullum moved to adjourn the meeting. Ms. Weinzapfel seconded.

March 13, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met March 13, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Treasurer Melissa Peerman, Trustee Connie Weinzapfel, Director Ryan Rokicki, and Margaret Scherzinger.

The Minutes of the February 13, 2013 meeting were presented. Connie Weinzapfel moved to accept the minutes as presented. Nathan Maudlin seconded. Accepted.

The Treasurer's Report was presented. There followed continued discussion of the revamping of the Treasurer's Report for the membership meetings. Discussion continued concerning an appropriation resolution to set up a construction fund for the Bicentennial Project. Mr. Maudlin moved to accept the Treasurer's Report and hold it for audit. Tom Cullum seconded. Approved.

Director Rokicki presented the Claims. Mr. Cullum moved to accept the claims. Ms. Weinzapfel seconded. Accepted.

In Old Business

Archives Storage Mr. Glen Kalley, representing Patterson-Pope, presented floor plans and an estimate for storage in the Archives.

Following Mr. Kalley's presentation, discussion concerning the bid process took place. The need for a report of the structural integrity of the Archives was discussed. Mr. Cullum will retain a structural engineer to assess the floor in the Archives.

We have many things happening at WMI and it was expressed that the will to continue these projects should not lose momentum. Breaking the renovations into three phases—air handlers, Bicentennial project, and Archives—was discussed. It was suggested to approach the Membership in this manner.

Air Handlers Mr. Maudlin moved to pay H. A. Lewis \$22,850 for the purchase and installation of the east air handlers. Melissa Peerman seconded. Accepted.

Bicentennial Project Discussion concerning the refinishing of the woodwork around the windows and the baseboards took place. Mr. Maudlin will contact Neimeier's for a quote. The Board asked Director Rokicki to obtain quotes for the removal of the towers surrounding the disconnected air handlers. Mr. Cullum announced that a Long Range Planning committee meeting would be held Tuesday, March 16.

Thank you to the Boy Scouts for their recent help with moving boxes.

Roof We continue to wait for favorable weather.

In New Business

Maintenance Mr. Frayser has a list to post for friends to help as they can.

Lecture Series Mr. Terry Hughes will present “John Kell Highman of the First Indiana Cavalry: First to Serve; First to Fall” on March 16 as a lecturer for The Friends of the Working Men’s Institute.

Director Rokicki presented his report—see attachment.

Ms. Weinzapfel moved to make the non-resident WMI fee \$200. Mr. Maudlin seconded. Accepted.

Mrs. Peerman moved to adjourn the meeting. Ms. Weinzapfel seconded.

April 10, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met April 10, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Trustee Connie Weinzapfel, Director Ryan Rokicki, and Margaret Scherzinger.

Dr. William Elliott and Dr. Mike Strezewski (sp.?) were guests. Dr. Elliott presented detailed information on a geology exhibit that he is developing for the WMI. Dr. Strezewski presented detailed information on the archeological dig planned for the WMI. Director Rokicki had led previous discussions on these projects. Nathan Maudlin moved to grant permission for the archeological dig. Tom Cullum seconded. Connie Weinzapfel abstained due to her connection to the University of Southern Indiana from which both of the projects originated. Accepted.

The Minutes of the March 13, 2013 meeting were presented. Mr. Maudlin moved to accept the minutes as presented. Ms. Weinzapfel seconded. Accepted.

The Treasurer's Report was presented. Ms. Weinzapfel moved to accept the Treasurer's Report and hold it for audit. Mr. Maudlin seconded. Approved.

Discussion was held concerning the Jeanne Miller Account and funding the Bicentennial project. Mr. Maudlin moved to authorize John Schutz of Hilliard Lyons to sell down to \$201,000 if the value of this account reaches \$220,000+. Mr. Cullum seconded. Accepted.

Director Rokicki presented the Claims. Mr. Maudlin moved to make the second payment of \$22,850 for the HVAC project to H. A. Lewis. Mr. Cullum seconded. Approved. Mr. Cullum moved to accept the remaining claims. Mr. Maudlin seconded. Accepted.

In Old Business

Tower Removal Jeff Koester Construction will remove the towers which house the old air handlers. H. A. Lewis will then come in and remove the air-handling units.

Book Shelves it was reported that three units have been dismantled. Discussion then followed concerning options for the remaining units. Ms. Weinzapfel moved to transfer some of the units to Willard Library in Evansville (WMI would retain six units of the 1894 design) with first right to refusal should Willard not want or need to keep them. Mr. Cullum seconded. Accepted.

Woodwork dissatisfaction was expressed with the stain example on the windowsill and trim. Mr. Frayser and Mr. Cullum will look for someone or a group that would clean and refinish the woodwork.

Roof Still nothing from Lehman's. Mr. Cullum will talk strongly about a start date with them.

Archives Mr. Cullum will have a report on storage soon.

Floor and Ceiling Repair After the air handlers are removed, the floors and ceiling will need to be repaired. Discussion revolved around the need for a carpenter to make these repairs. It is felt that the patches should be the same dimensions and type of wood as the original floor. Neimer's gave an estimate of \$3,000 to patch and paint the ceiling.

There was no other new business.

Director Rokicki made his report see attachment

A motion was made and seconded to adjourn the meeting

May 8, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met May 8, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Treasurer Melissa Peerman, Trustee Connie Weinzapfel, Director Ryan Rokicki, and Margaret Scherzinger.

The Minutes of the April 10, 2014 meeting were presented. Mr. Maudlin moved to accept the minutes as presented. Ms. Weinzapfel seconded. Accepted.

The Treasurer's Report was presented. Mrs. Peerman presented a different format for reporting the treasury to the membership. She and Director Rokicki will continue to tweak it. Mr. Maudlin moved to accept the Treasurer's Report and hold it for audit. Mr. Cullum seconded. Approved.

Robert Bernardin reported on the state of WMI's Hilliard Lyon's account. Mrs. Peerman moved to create a new cash reserve account within the Jeanne Miller Fund through John Schutz. Mr. Maudlin seconded. Approved.

In Old Business

Air handlers H.A. Lewis has completed the removal of the air handlers.

Stacks Room Thanks to Mr. Maudlin's staff and the Boy Scouts for helping sort and pack books. More than 160 boxes of books have been moved. Mr. Frayser presented a project schedule. Discussion then took place. Mr. Maudlin moved to hire up to ten (10) individuals through a staffing agency to clear the room and to rent space to store the bookshelves until a later date. Mr. Cullum seconded. Approved.

Roof Mr. Cullum spoke with Lehman's. Mr. Cullum should hear from them next Tuesday for a start date. They don't want to rut the yard and break the sprinkler system. Everything depends on the weather.

Audio/Visual Mr. Maudlin reported that he, Mr. Frayser, and Mr. Rokicki spoke with Rick Gooden concerning the audio/visual needs for the Bicentennial Room. Mr. Gooden gave a ballpark estimate of \$12,500 for a projector, screen, and speakers/surround sound. He will coordinate with Koester's.

Thanks to Dan Busler for completing some of the projects on the maintenance wish list.

In New Business

The air conditioner has been started.

Director Rokicki made his report see attachment

Director Rokicki presented the Claims. Mr. Cullum moved to accept the claims. Mr. Maudlin seconded. Accepted.

A motion was made and seconded to adjourn the meeting.

July 10, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met July 10, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Treasurer Melissa Peerman, Trustee Connie Weinzapfel, Director Ryan Rokicki, Margaret Scherzinger, and Jeanne Maudlin.

The Minutes of the June 12, 2014 meeting were presented. Mr. Maudlin moved to accept the minutes as presented. Mrs. Peerman seconded. Accepted.

The Treasurer's Report was presented. Discussion was held concerning the budget for the room and how close to the budget the project is. Mr. Cullum moved to accept the treasurer's report and hold it for audit. Mr. Maudlin seconded. Approved.

Mr. Rokicki presented the claims. Mr. Rokicki reported that the July debt service payment has been made. There is one payment remaining (due January 2015). Discussion was held concerning another bond issue to replace the roof and when the town board should be approached. Mr. Maudlin moved to approve the claims. Mr. Cullum seconded. Accepted.

In Old Business

Discussion was held again concerning how much of the renovation budget has been spent and how much more it will take to finish.

Construction

Floors Jeff Koester will take a floor color fan to Ms. Weinzapfel.

Window Trim Ms. Weinzapfel plans to work on the window stain on Monday.

New Woodwork and Doors Mr. Cullum will work with Koester's to have the room presentable.

The WMI will be closed beginning July 21. The reopening will be at 7 p.m. on August 7.

Electricity Mr. Koester has been working with Alva on floor outlets and LED light bulbs.

Thank You's were extended to Nathan and Jeanne Maudlin; Ann Angle; Melissa Peerman; John Tottenham, and others for help painting.

Mrs. Maudlin reported that the Friends of WMI has \$8,000 to be used for the Room for the Dissemination of Useful Knowledge towards film for the windows and furniture. Mr. Frayser had spoken to the company who would put the film on and they said to use the estimate they gave a few years ago (in the \$3,000's).

Mr. Maudlin moved to use up to \$5,000 from the Friends for the windows and \$3,000 for furniture to be chosen by the staff. Additional discussion occurred. Mrs. Maudlin reported that in reality the Friends had put aside \$8,600 for window film and furniture. This motion was withdrawn.

Mr. Maudlin then moved to use up to \$5,000 for window film. The staff will present a list of furniture with estimates to the Friends, if needed. Mr. Cullum seconded. Accepted.

Mural lighting was also discussed. Should this be done now? What are the options? It was decided to wait.

Geology Exhibit Bill Elliott and Aaron Feldhaus have been working with Amanda Bryden for addition piece for the exhibit. The mock-up is upstairs and the Trustees were invited to take a look.

New Business

Signage Corrections need to be made on the sign on the front lawn concerning the hours of operation. Mr. Rokicki recommended thoughtful study. Ms. Weinzapfel recommended asking Jim Norton to design a new sign. The Trustees agreed.

Capstone Week The Parks Board will dedicate the Bicentennial Oak that was planted in our lawn at 6:30 p.m. The Room for the Dissemination of Useful Knowledge will be dedicated at 7 p.m. The Community Choir will sing and the Friends will present a compilation of the oral history interviews they have been conducting. The new geology exhibit will also open.

Refreshments were discussed. Mr. Maudlin moved that Mrs. Peerman would work with Nancy Hastings with a budget of \$1,000.

Director Rokicki made his report see attachment

Mr. Frayser asked for approval to pursue a grant for archival storage. Approval

given. A motion to adjourn the meeting was made and seconded.

August 14, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met Aug. 14, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Treasurer Melissa Peerman, Director Ryan Rokicki, and Margaret Scherzinger.

The Minutes of the July 10, 2014 meeting were presented. Mr. Maudlin moved to accept the minutes as presented. Mrs. Peerman seconded. Accepted.

The Treasurer's Report was presented. Discussion was held concerning the Jeanne Miller fund. Currently, when the account reaches \$220,000+, the amount of the + is put into the Gift Fund, leaving the fund at \$200,000. Perhaps it would be wiser to adjust the base amount to \$210,000. Mr. Maudlin moved to transfer any funds above \$210,000 to the Gift Fund. Mrs. Peerman seconded. Approved.

It was also reported that John Schutz has received a promotion but will remain the WMI's advisor for the Jeanne Miller Fund. Mr. Maudlin moved to make Robert Bernardin the advisor for the Jeanne Miller Fund. Mrs. Peerman seconded. Approved.

It was reported that the Maclure Room project came in under budget. Mr. Frayser and Mr. Rokicki will complete a 'punch list' to finish and present it to Koester's. WMI will pay 90 % of the final bill and hold 10 % until the room is completed. Mr. Maudlin moved to accept the treasurer's report and hold it for audit. Mrs. Peerman seconded. Approved.

In Old Business

Mr. Frayser was very complimentary of the Dedication of the Room for the Dissemination of Useful Knowledge during Capstone Week. All agreed it was the hit of the week's celebrations. Mr. Frayser also reported that he will meet the Kiwanis members at the WMI for a tour on August 18. There was also mention of the Kappa Kappa Kappa Christmas party being held here.

Mr. Frayser presented the budget (\$350) and expenditures for the WMI float for the Bicentennial Parade. \$150 was spent on banners; \$54 on decorations; and \$56 on candy. Mr. Maudlin moved to pay for these expenditures through WMI funds. Mrs. Peerman seconded. Accepted.

New Business

Paul Tillich archives Kent Schuette met with Director Rokicki and Mr. Maudlin to discuss the possibility of archiving items of the North American Paul Tillich Society at WMI. The Society may want to use WMI for their annual conference.

Blaffer Trust has offered the use of the houses under their control for WMI speakers and researchers free of charge.

Mr. Frayser and Mr. Rokicki spoke with CA Hope about a signing of her third book at the WMI. That book will focus on the move from New Lanark to New Harmony. The book should be ready for release near the end of 2015.

Mr. Maudlin opened a discussion on how we might benefit from the opening of our new renovations. How we might exploit our current position? How do we keep enthusiasm alive? Mr. Frayser and Mr. Rokicki discussed developing programs and/or outreach to families, community, dissemination of knowledge, etc. What's the next big project? A school of industry? A center for communal studies? Either of these fall within our mission. How might we be able to market to Elastec who will be in New Harmony for a conference?

A letter from Philip Werry was read requesting restatement to the membership. Mr. Maudlin so moved. Mrs. Peerman seconded. Accepted.

Mr. Frayser will be asking the Bicentennial Commission to have a trunk built to hold the records, etc., from that commission. Mr. Rokicki was asked to write an official letter offering archival space at the WMI.

Mr. Rokicki was asked to collect information for the archives project. A representative from Tri-State Storage will be here next week and will present an alternative proposal.

Cleaning and Lawn Service Mr. Rokicki has conducted interviews for the lawn service. He has another interview scheduled and was given permission to hire his choice. He was also given names of persons in New Harmony to contact for the cleaning position. When he concludes the interviews, he has permission to hire his choice.

Mr. Rokicki presented the claims. Mr. Maudlin moved to approve the claims. Mrs. Peerman seconded. Accepted.

Director Rokicki made his report see attachment

Mrs. Peerman moved to adjourn the meeting. Mr. Maudlin seconded. Accepted.

September 11, 2014 Minutes

Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met September 11, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Treasurer Melissa Peerman, Secretary Tom Cullum, Trustee Connie Weinzapfel, Director Ryan Rokicki, Margaret Scherzinger and Jeanne Maudlin.

The Minutes of the August 14, 2014 meeting were presented. Corrections were made. Mr. Cullum moved to accept the minutes as corrected. Mr. Maudlin seconded. Accepted.

The Treasurer's Report was presented. Mr. Maudlin moved to accept the Treasurer's Report and hold it for audit. Mrs. Peerman seconded. Approved.

Mr. Rokicki presented the claims. Following discussion, Mr. Cullum will call Lewis Heating to question their invoice. Mr. Cullum moved to approve the claims, with the exception of the Lewis invoice. Mr. Maudlin seconded. Accepted.

In Old Business

Maclure Room Punch List Mr. Frayser and Mr. Rokicki presented the list of jobs which need to be completed for the room.

Archival Storage Tri-State Storage presented a quote of \$59,000 to install storage in all three of the Archives rooms. Mr. Cullum will contact Tri-State Storage for a quote for structural support work in the Lily Archive.

Discussion then followed concerning implementation of the archival storage project. Ms. Weinzapfel moved that the proceeds of the Jeanne Miller Fund should be moved to the Reserve Cash account as they become available, but not to exceed \$70,000. After discussion concerning the type of shelving and the company that offers that shelving, Ms. Weinzapfel added that Mr. Rokicki should make the call as to which system and company to use. Mr. Maudlin seconded. Approved.

Time Capsule It was decided that Ms. Weinzapfel, Amanda Bryden, and Mr. Rokicki should decide what should be included in the WMI packet for the time capsule.

New Business

Status of the Treasurer Due to her position at Fifth Third Bank, WMI can no longer use Mrs. Peerman's signature on bank documents. She may still hold the position of Treasurer of the Board of Trustees, but another Trustee will have to sign the signature card for WMI. Mr. Maudlin will be added. Richard Maier would like to use QuickBooks as the accounting program and will check with the State Board of Accounts to make sure this is acceptable. Mrs. Peerman moved to have Clem Dassel & Company install QuickBooks

and provide training for its use. Mr. Cullum seconded. Approved.

In an attempt to correct accounting mistakes, Mr. Rokicki made a personal deposit to cover penalties assessed to the WMI account. Following discussion, Mr. Cullum moved to reimburse Mr. Rokicki for the penalties. Mr. Maudlin seconded. Approved.

It was also found that WMI has provided payment for Mr. Rokicki's family insurance coverage. To correct that difference, Mr. Rokicki reimbursed the difference of the individual and family coverage. He will also instruct Clem Dassel to correct further paychecks.

Budget Appropriation Mr. Rokicki met with Robert Norris. The budget appropriation can go up \$6,000. The budget has been advertised.

The Budget Hearing will be October 9, 2014 at 4:30 p.m.

The Budget Adoption meeting will be October 21, 2014 at 7 p.m.

The Board of Trustees will meet immediately following the Membership Meeting.

Director Rokicki made his report see attachment

Ms. Weinzapfel read a personal letter addressed to the Board of Trustees see attachment. She also wanted to let it be known that she was dedicating her service on the Board of Trustees to Gene Culliver.

Mrs. Maudlin mentioned that 76 videos of the Oral History Compilation have been made to date.

The meeting was then adjourned.

June 12, 2014 Minutes Working Men's Institute Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met June 12, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Treasurer Melissa Peerman, Trustee Connie Weinzapfel, Director Ryan Rokicki, Margaret Scherzinger, Jeff Koester, and Rick Gooden.

The Minutes of the May 8, 2014 meeting were presented. Mr. Cullum moved to accept the minutes as presented. Mrs. Peerman seconded. Accepted.

The Treasurer's Report was presented verbally. In lieu of a written report, Mr. Frayser presented the construction budget. All were pleased with the progress.

Mr. Rokicki presented the claims. Mr. Cullum moved to approve the claims. Ms. Weinzapfel seconded. Accepted.

In Old Business

Construction

Audio/Visual Rick Gooden expressed concern with the placement of the screen for optimal viewing. Discussion took place concerning the room aesthetics.

Lighting Mr. Frayser asked Mr. Cullum to investigate alternative lighting in the room. All appreciated the look of the ceiling without fixtures attached. Ms. Weinzapfel moved to not reinstall the florescent light fixtures, to have an electrician look at the wiring, to seal and paint the ceiling and wait for a more aesthetic lighting solution. Mr. Cullum seconded. Approved.

Painting Discussion took place concerning painting and color scheme. Mr. Koester was given the scheme (same as the elevator project). He will coordinate with the paint crew.

Mr. Cullum moved to issue a check to Remote Solutions for \$17,667 for the audio/visual equipment. This will allow the equipment to be purchased and ready to be installed in coordination with the construction crew. Ms. Weinzapfel seconded. Approved.

Roof Lehman's has been here and repaired the valleys. They think everything is tight. The tiles have not been replaced.

Thanks to the Wiley's and the Boy Scouts for their help in moving books and book

cases. In New Business

Director Rokicki made his report see attachment

Ms. Weinzapfel offered the use of the tent across the street for the Friends' Book Sale.

Mr. Frayser mentioned that he hoped that the Members would join with the Friends for a float in the New Harmony Bicentennial Parade.

Mr. Cullum moved to adjourn the meeting. Ms. Weinzapfel seconded.

October 9, 2014 Minutes

Board of Trustees Minutes

The Board of Trustees of the Working Men's Institute met October 9, 2014. President Fred Frayser called the Budget Hearing to order.

Those in attendance were Mr. Frayser, Treasurer Melissa Peerman, Secretary Tom Cullum, Director Ryan Rokicki, Margaret Scherzinger, and Patricia Gosh.

Mr. Frayser reviewed the process for all in attendance. Mr. Cullum moved to adopt the budget. Mrs. Peerman seconded. Approved.

The Budget Hearing was then adjourned.

President Frayser called the Board of Trustees meeting to order.

The Minutes of the September 11, 2014 meeting were presented. Mrs. Peerman moved to accept the minutes. Mr. Cullum seconded. Accepted.

The Treasurer's Report was presented. Mr. Cullum moved to accept the Treasurer's Report and hold it for audit. Mrs. Peerman seconded. Approved.

Mr. Frayser invited Patricia Gosh to speak about the Time Capsule. She spoke about the project and asked if WMI could pay for the marker— \$1,038. Discussion on the legality of making that payment followed. Mr. Frayser asked for time to answer this question and to have this put on the agenda of the Membership Meeting on October 21. Mr. Frayser then read the letter that will be included in the WMI packet for the time capsule.

In Old Business

Maclure Room Punch List Mr. Frayser reported that Koester's is completing the chases, windows panes in the doors of the research rooms, and doorknob assemblies on the Director's Office and research rooms. Rick Gooden has ordered a microphone stand and will work to correct the issues that have surfaced with power point presentations.

An estimate of electrical upgrades and floor receptacles for \$14,000 from Alva was presented. Discussion followed. Mr. Cullum moved to update the receptacles in the Reading Room, add a receptacle at the Circulation Desk, and add two (2) receptacles in the Director's Office. Payment would be from the Cash Reserve Account, if needed. Mrs. Peerman seconded. Approved.

Archival Storage tabled until notification of the Blaffer Trust grant was received. However, after discussion, Mrs. Peerman moved to proceed with the floor reinforcement under the Lily Archives by Landmark Design & Engineering. The payment of \$3,997.08 would be paid from the Chas Reserve Account. Mr. Cullum seconded. Approved.

New Business

Director Rokicki made his report see attachment

Mr. Rokicki presented the claims. A motion was made and seconded to accept the claims. Approved.

Mrs. Peerman moved to sign the commitment to join the Indiana State Library Internet access (e-rate) for funding for the year July 1, 2015-June 30, 2016. Mr. Cullum seconded. Accepted.

The meeting was then adjourned.

December 11, 2014 Minutes

December 11, 2014 Minutes

The Board of Trustees of the Working Men's Institute met December 11, 2014. President Fred Frayser called the meeting to order.

Those in attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum,

Treasurer Melissa Peerman, Trustee Amanda Bryden, Director Ryan Rokicki, Margaret Scherzinger, and Jeanne Maudlin.

The Minutes of the November 13, 2014 meeting were presented. Mrs. Peerman moved to accept the minutes. Ms. Bryden seconded. Accepted.

The Treasurer's Report was presented. Mr. Cullum moved to accept the report and hold it for audit.

Mr. Maudlin seconded. Approved.

In Old Business

Time Capsule Marker It was reported that about 75 attended the burial of the time capsule. The weather was nice although the ground was soft due to rain in the days leading to the ceremony. Mr. Frayser asked that the Trustees revisit providing the marker for the location of the capsule.

Wooden Book Shelves Ms. Bryden asked if any interest was shown by anyone at the Library Conference attended by Mr. Rokicki and Mr. Frayser. No interest was shown. It was again mentioned that the private college in Illinois, through Brent Coleman, was still interested in the shelves.

The Trustees asked Mr. Rokicki to offer the shelves at the Southwestern Indiana Regional Libraries meeting. Official action was tabled.

Oil Lease Update Mr. Frayser reported that research was still taking place on the exact amount of acreage WMI has. Hopefully, this question will be answered by Christmas, and we would then receive a check.

Archival Storage Mr. Rokicki reported that Glen Kalley has checked the floors and they are in great shape. The drawers and shelves were chosen today. The projected work schedule is mid-January through the beginning of February for the first installation. Mr. Rokicki has scheduled an archival materials training session for January 6, 2015. He also reported that the Friends of WMI would help with purchasing supplies for the archival storage.

School Project Mr. Maudlin gave an update on the possibility of this project. He reported that he is finding interest in developing the Maclure School of Industry and has some funding to conduct a feasibility study. Discussion then followed. Mr. Frayser believes the blueprints to the school are located here and asked if they could be located. What questions do each member have concerning continuing to research the possibility of organizing this school project? Discussion will continue in January.

New Business

Heating Issue It was reported that the heating system has no return air vents in the attic, one of the coils has frozen, and the pump on the heating side is not big enough to take care of the second floor. It is felt that Lewis Heating should have taken care of the return vents at the time of installation. Mr. Cullum will look into this.

Christmas Open House Mrs. Peerman has taken care of the refreshments through Touch of Home catering. The open house is scheduled for Friday, December 12, 2014.

Holiday Closings WMI will be closed Christmas Eve, Christmas Day, New Year's Eve and New Year's Day. The personnel handbook needs to be reviewed and possible updates will be discussed at a later meeting.

Electrical Outlets It was reported that the electrical contractors would be able to complete this work in January. Jeanne Maudlin asked about the possibility of adding outlets in the Gallery.

Bond Issue In previous meetings, final payment of the current bond issue would be taking place soon. The Board had been asked to consider asking for another bond to pay for roof replacement. Since that time it has been brought to the Board's attention that there is a structural issue with the northeast exterior wall. Mr. Rokicki asked that first consideration of a new bond should be for the repair of that wall.

Mr. Frayser asked for a recess of the meeting. He then called an executive session to discuss employee wages. That session was adjourned and the business meeting was called back to order.

The Board expressed their satisfaction of the work of the Executive Director and the Circulation Specialist during the past year. He also reported that a 5 % raise would be implemented on January 1, 2015.

Director Rokicki made his report see attachment

Mr. Rokicki presented the claims. Mr. Maudlin moved to accept the claims. Mrs. Peerman seconded. Approved.

Mr. Maudlin moved that year-end transfers should be made to satisfy the State Board of Accounts. Mr. Cullum seconded. Approved.

The meeting was then adjourned.