

## January 12, 2017 Minutes

The Board of Trustees of the Working Men's Institute met on January 12, 2017, at 4:30

p.m. President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Vice-President Nathan Maudlin, Treasurer Kenyon Bailey, Secretary Tom Cullum, Trustee Tamara Allison, Director Ryan Rokicki, and Margaret Scherzinger.

Minutes of the December 7, 2016 meeting had been sent electronically. Mr. Cullum moved to accept the minutes as corrected. Mr. Bailey seconded. Accepted.

Mr. Bailey presented the Treasurer's Report. Mrs. Allison moved to accept the Treasurer's Report and hold it for audit. Mr. Cullum seconded. Accepted.

Friends of the WMI no report given

In Old Business

**Building and Grounds** Mr. Rokicki reported that he received an estimate for work on small projects from Roger Wade and would like him to complete those projects. Mr. Rokicki also recommended Koester Construction to complete repairs in the gallery. The irrigation system has been winterized. Mr. Frayser has been working on estimates for the painting of the outdoor window frames. Jim Naas has been contacted for an estimate for installation of a new water fountain.

**Special Projects Committee** Mr. Cullum reported that he is still working mold remediation. Mr. Maudlin will coordinate a conference call with Joanna Nixon. Mr. Frayser reported that the potential grocer would like to tour the building. Discussion of what needed to be done concerning the interest shown by Head Start followed, perhaps a Statement of Intent is the next step.

New Business

Mr. Rokicki would like to add staff to help cover some Sundays and other times as needed. The position would be part-time. Following discussion of how many hours per month and an hourly wage, Mr. Cullum moved to allow Mr. Rokicki to interview and hire one or more employees for up to twelve hours per month at an hourly salary within the confines of the budget. Mr. Maudlin seconded. Approved.

Director's Report see attached

Mr. Rokicki presented the claims. Mr. Cullum moved to accept the claims. Mrs. Allison seconded. Accepted.

Mrs. Allison moved to adjourn the business meeting.

Mr Frayser then called the Board of Finance meeting or order.

**Election of Officers** Mr. Maudlin moved that the officers of the Board of Trustees should assume the same offices of the Board of Finance. Mrs. Allison seconded. Accepted.

Naming of the Depository Mr. Maudlin moved to name Fifth Third Bank as the depository for public/tax money and Heritage Federal Credit Union as the depository for grant money. Mr. Cullum seconded. Accepted.

Mr. Frayser then declared the Board of Finance meeting closed.

## February 9, 2017

The Board of Trustees of the Working Men's Institute met on February 9, 2017 at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Secretary Tom Cullum, Treasurer Kenyon Bailey, Trustee Tamara Allison, WMI Member Amanda Bryden, and Director Ryan Rokicki.

Minutes of the January 12, 2017 meeting had been sent electronically. Mr. Cullum's motion to accept the minutes was seconded by Mr. Bailey. The minutes were then accepted.

Mr. Bailey then submitted the Treasurer's Report. As the Hilliard Lyons statements had not yet been received, the Report was incomplete. Mr. Cullum made the motion to hold the Report for audit. Mr. Bailey seconded this and the Report was accepted.

Amanda Bryden, representing the Indiana State Museum, informed the Trustees of an endeavor to see Thomas Say's Firefly named as the Official State Insect. Ms. Bryden asked for the support, in the form of a letter, from the WMI Trustees to the proper State officials. Mr. Bailey's motion to provide this support was seconded by Mr. Cullum and the motion was accepted. Ms. Bryden will provide a template for the letter to Mr. Rokicki.

### In Old Business

Special Projects Committee - Mr. Frayser reported that he had met with WMI Vice-President, Nathan Maudlin to discuss the Regional City paperwork.

Mr. Frayser also reported on a brief call with Dr. George Rapp regarding use of the Maclure Conservatory. Dr. Rapp expressed interest in adding college students to help in the garden during the spring and summer. He is also exploring having cooking classes offered. Finally, Dr. Rapp expressed a hope to have five rooms for the "Paint Out" available year round.

Mr. Frayser reported that Jeffery Kingery is still interested in establishing a grocery in the school building but has not yet provided any written commitment.

Mr. Cullum provided a floor plan and a square footage allotment of the school to facilitate the discussion. He reported that there are 43,679 rentable and 1,788 non-rentable square feet in the facility. The gym and locker rooms represent 12,000 square feet. Discussion then followed regarding possible uses for the gym.

Mr. Rokicki reported that Harmonie Associates had made the final payments to Patriot Engineering and IFF Real Estate.

Building Improvements – Mr. Rokicki reported that Koester Construction has begun the project of repairing the walls and dry walling the ceiling in the Art Gallery.

Director's Report – see attached

Mr. Rokicki presented the claims. Mr. Bailey moved to accept the claims and Mrs. Allison seconded. The claims were then accepted. Mr. Cullum then moved to adjourn the meeting.

## March 9, 2017 Minutes

The Board of Trustees of the Working Men's Institute met on March 9, 2017, at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Vice-President Nathan Maudlin, Treasurer Kenyon Bailey, Secretary Tom Cullum, Trustee Tamara Allison, Friends of the WMI Representative Jeanne Maudlin, Director Ryan Rokicki, and Margaret Scherzinger. One member of the public was also present.

Minutes of the February 9, 2017 meeting had been sent electronically. Mr. Cullum moved to accept the minutes as presented. Mr. Bailey seconded. Accepted.

Mr. Bailey presented the Treasurer's Report. Mr. Maudlin moved to accept the Treasurer's Report and hold it for audit. Mrs. Allison seconded. Accepted. Mr. Maudlin also moved to transfer monies from the Jeanne Miller Account above \$200,000 to the Special Projects Account as soon as possible. Mr. Cullum seconded. Accepted.

Friends of the WMI Mrs. Maudlin reported that Patricia Gosh will present "Dolls in the Archives" on March 23, as part of the Friends' Lecture Series. She asked about the progress of installing the new water fountain. Mr. Rokicki reported that Jim Naas is working on the pipes and hopes to have the installation completed in a couple of weeks. Mrs. Maudlin also invited the Board of Trustees and the Members to a surprise reception for Robert and Marcia Lange. Both Mr. and Mrs. Lange have been integral parts of the WMI and the Friends and will be missed as they move to northern Illinois.

### In Old Business

Special Projects Committee Mr. Maudlin reported that a tour of the school was conducted by the owners of the Little Giant grocery store. Mr. Maudlin recommended that it is time to make a pitch to potential donors. Mr. Frayser and Mr. Maudlin will develop that and bring it to the Board. Mr. Maudlin also reported that Tony Treadway mentioned that the University of Evansville is interested in reestablishing a presence in New Harmony, perhaps in conjunction with this project. Discussion then followed about future staffing at the school. It is felt that the positions of Executive Director and Maintenance/Agricultural Manager should be developed.

Building and Grounds Mr. Rokicki reported that Roger Wade has power washed the front steps, washed and sealed the sidewalks, and refinished the front and elevator doors. The repairs in the gallery walls, refinishing the gallery ceiling, and painting should be complete in a couple of weeks. Dan Bollinger has been hired to work on the shelving in the basement.

### New Business

Mr. Frayser received paperwork from the Regional Cities Grant committee that needs to be signed and returned. This concerns the Farm to Table portion of the grant.

Mr. Maudlin mentioned that he had attended an "Appeals on Wheels" session sponsored by the Indiana Court of Appeals at DePauw University recently. He suggested that the Maclure Room would be a perfect setting for one of these sessions and asked Director Rokicki to research the possibility of hosting one.

Director's Report see attached

Mr. Rokicki presented the claims. Mr. Maudlin moved to accept the claims. Mr. Bailey seconded.

Accepted. Mr. Maudlin moved to adjourn the meeting.

## **April 14, 2017 Minutes**

The Board of Trustees of the Working Men's Institute met on April 14, 2017, at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Treasurer Kenyon Bailey, Secretary Tom Cullum, Trustee Tamara Allison, Director Ryan Rokicki, and Margaret Scherzinger.

Minutes of the March 9, 2017 meeting had been sent electronically. Mr. Bailey moved to accept the minutes as presented. Mr. Cullum seconded. Accepted.

Mr. Bailey presented the Treasurer's Report. Mrs. Allison moved to accept the Treasurer's Report and hold it for audit. Mr. Cullum seconded. Accepted.

Friends of the WMI no report In

Old Business

Building and Grounds Mr. Rokicki reported that Koester's has completed the work in gallery. Mr. Frayser and Mr. Bailey asked Mr. Rokicki to contact Koester's to check the tower for leakage.

Special Projects Committee Mr. Frayser reported that he and Mr. Maudlin developed a business plan for the Maclure School and would be pitching to two potential donors soon.

New Business

Director's Report see attached

Mr. Rokicki presented the claims. Mr. Cullum moved to accept the claims. Mr. Bailey seconded. Accepted.

With no further business, the meeting was adjourned.

## May 11, 2017 Minutes

The Board of Trustees of the Working Men's Institute met on May 11, 2017, at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser,

Secretary

Tom Cullum, Friends of the Working Men's Institute President Ann Angle, Director Ryan Rokicki, and Margaret Scherzinger. One patron was also present.

Friends of the WMI Mrs. Angle reported the Jennifer Greene would be presenting "100 Years of Clothing" on May 18, 2017. The Friends' Annual Meeting would be held prior to Ms. Greene's lecture. The Book Sale will be held the weekend of June 10 and 11. The Fourth of July address will be given by Mr. Ben Nicholson.

Minutes of the April 14, 2017 meeting had been sent electronically. Mr. Cullum moved to accept the minutes as presented. Mr. Mauldin seconded. Accepted.

Mr. Rokicki presented the Treasurer's Report. Discussion was held concerning the title "Overdraft" in the 5/3 Savings Accounts. Mr. Mauldin moved to accept the Treasurer's Report and hold it for audit. Mr. Cullum seconded. Accepted.

In Old Business

Special Projects Committee Mr. Maudlin reported that he and Mr. Frayser met with Dr. George Rapp and Mr. Jeremy Efroymsen concerning donations to the Maclure School Project. Each gentleman verbally agreed to donate \$500,000 (total of \$1,000,000) to operate the school for two years. Joanna Nixon will present a written document to Mr. Maudlin in the near future, at which time Mr. Maudlin will report to the Board of Trustees.

New Business

Audio/Visual Equipment Mr. Rokicki reported that Brent Suits will be here to discuss the purchase a laptop computer which would be dedicated to the use of the A/V equipment.

Building and Grounds Mr. Rokicki expressed concern for the condition of the The World War I Trench Mortar. He is researching grants to fund the restoration. Mr. Rokicki also reported that he will be meeting with Koester's Construction concerning the leak in the tower, replacement of a broken window, and fixing a window frame on the second floor.

Director's Report see attached

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

With no further business, the meeting was adjourned.

## June 8, 2017 Minutes

The Board of Trustees of the Working Men's Institute met on June 8, 2017, at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Treasurer Kenyon Bailey, Vice-President Nathan Mauldin (via phone), Friends of the Working Men's Institute President Ann Angle, Director Ryan Rokicki, and Margaret Scherzinger. One patron was also present.

Minutes of the May 11, 2017 meeting had been sent electronically. Mr. Bailey moved to accept the minutes as presented. Mr. Mauldin seconded. Accepted.

Mr. Bailey presented the Treasurer's Report. Mr. Mauldin moved to accept the Treasurer's Report and hold it for audit. Mr. Bailey seconded. Accepted.

Friends of the WMI Mrs. Angle reported that the 2017-2018 officers are:  
President Katie Reineke,  
Vice-President Taylor Horsley,  
Treasurer Christine Crews, and  
Secretary Jeanne Maudlin.

Ben Nicholson will be giving the Fourth of July 4 address. The Chili Cook-Off is slated for October 21.

In Old Business

Special Projects Committee Mr. Frayser drafted a letter to the Town Board as instructed in the Special Meeting on May 25, 2017, but it has not been delivered. Mr. Cullum and Mr. Frayser have been working with Johnson Control concerning the chiller in the school. It has been estimated that \$50,000- \$60,000 would be needed to repair the chiller, while replacing it would cost an estimated \$130,000. Discussion focussed on replacement. The air conditioning must be operating before mold remediation can occur. Mr. Frayser reported that the quote for insurance on the building should be ready next week. Mr. Maudlin moved to forward the above mentioned letter to the Town Board. Mr. Bailey seconded. Accepted.

The Audit Report from the State Board of Accounts has been received and is

favorable. New Business

It was reported that the WMI has been featured in the Visit New Harmony ad.

Director's Report see attached

Mr. Rokicki presented the claims. Mr. Maudlin moved to accept the claims. Mr. Bailey seconded. Accepted.

With no further business, the meeting was adjourned.

## July 13, 2017 Minutes

The Board of Trustees of the Working Men's Institute met on July 13, 2017, at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Vice-President Nathan Mauldin, Secretary Tom Cullum, Trustee Tamara Allison, Friends of the Working Men's Institute President Katie Reineke, Director Ryan Rokicki, and Margaret Scherzinger. One patron was also present.

Minutes of the June 8, 2017 meeting had been sent electronically. Mr. Cullum moved to accept the minutes as presented. Mrs. Allison seconded. Accepted.

Mr. Rokicki presented the Treasurer's Report. The actively managed account has been doing very well recently and discussion concerning the possibility of treating this fund in the manner of the Jeanne Miller Fund – leaving the principal in tact and moving assets above that to the Gift Fund. The Trustees brain-stormed project ideas for the WMI. No action was taken. Following that discussion, Mr. Mauldin moved to accept the Treasurer's Report and hold it for audit. Mr. Cullum seconded. Accepted.

Friends of the WMI Miss Reineke reported that the Shari Wagner lecture in June was a success. The recent booksale profit was \$486.40, which is on target for their budget. The Fourth of July program was very well attended. Steven Stump recorded it for the Friends and will be forwarding the DVD soon. Upcoming event include the booksale during Kunstfest in September and the Chili Cook-Off on October 21.

### In Old Business

Special Projects Committee In light of the air-conditioning issue at the school, one of the donors pulled their donation for the time being. The New Harmony Town Board has agreed to extend the earlier agreement to December 31, 2017. Mr. Frayser, Mr. Mauldin, and Tom Smith met to assess the cooling system at the school. Mr. Smith served on the NH School Board for a period of time and is familiar with the cooling system. Mr. Smith agreed to contact TRANE for an estimate. He also recommended consideration of dehumidifiers be placed in the building for now. Mr. Frayser also toured the school with an architect known to Annie Owen. Details of that meeting will follow. The Farm To Table portion of the Regional Cities Grant is on track and the paperwork is in order.

### New Business

Mr. Frayser read Resolutions of Respect following the passing of Members Don Williams and Darrell Creek. Mr. Mauldin moved to accept the Resolution of Respect for Mr. Williams, seconded by Mrs. Allison. Mrs. Allison moved to accept the Resolution of Respect for Mr. Creek, seconded by Mr. Cullum. Both motions were Accepted.

Mr. Rokicki presented the claims. Mr. Mauldin moved to accept the claims. Mrs. Allison seconded. Accepted. With no further business, the meeting was adjourned.

## **October 12, 2017 Minutes**

The Board of Trustees of the Working Men's Institute met on October 12, 2017 at 4:30 p.m. President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Treasurer Kenyon Bailey, Secretary Tom Cullum, Trustee Tamara Allison, President of the Friends of the Working Men's Institute Katie Reineke, and Director Ryan Rokicki. One member of the public also attended.

Mr. Frayser then called the meeting to order. Minutes of the September 14, 2017 meeting had been sent electronically. Mr. Bailey's motion to accept the minutes as presented was seconded by Mrs. Allison. Accepted.

Mr. Bailey then presented the Treasurer's Report. The motion to accept the report and hold for audit was made by Mr. Cullum and seconded by Mrs. Allison. Accepted.

Ms. Reineke gave the Friends of the WMI report. The video of the July 4th program is available. The next FWMI event is the Chili Cook Off (Oct.21)

### **In Old Business**

Mr. Cullum sent 5 bid packets to potential contractors for mold remediation and space renovation at the school building. One bid (from Hasgoe Cleaning Systems, Inc.) was received. The bid was \$371,589 under what was previously estimated. Donors will be contacted for opinions. The Trustees recognized Mr. Cullum's hard work on this process and offered thanks.

Mr. Frayser reported that he has been contacted by more prospective tenants who are interested in the school facility.

### **In New Business**

Mr. Frayser noticed the Miller Fund was nearly \$7000.00 over the original investment of \$200,000.00 and asked the Trustees to consider securing this overage by transfer to the Special Projects Savings Account. Mr. Cullum made the motion to transfer the amount in the Miller Fund over \$200,000.00. This was seconded by Mr. Bailey. Approved.

Mr. Frayser then discussed the necessary electrical work needed in the WMI. Electrician Josh Lamb is preparing an estimate but has not yet completed it. In order to begin this project without further delay, Mr. Frayser asked the Trustees to authorize Mr. Rokicki to work with Josh to begin the work within a fixed price limit until the completed estimate is presented. Mr. Cullum made the motion for Mr. Rokicki to authorize electrical repairs up to \$20,000.00. This was seconded by Mrs. Allison. Accepted.

Mr. Rokicki then gave the Director's Report

Mr. Rokicki presented the claims. Mrs. Allison moved to accept the claims and this was seconded by Mr. Bailey. Accepted.

## November 7, 2017 Minutes

The Board of Trustees of the Working Men's Institute met on November 7, 2017 at 4:30 p.m. President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, and Director Ryan Rokicki. Robert Bernardin of Hilliard Lyons was also present by invitation.

The minutes were distributed before the meeting. Mr. Cullum moved to accept the minutes as presented. Mr. Maudlin seconded. Approved.

The Treasurer's Report was then presented by Mr. Rokicki in Mr. Bailey's absence. Mr. Maudlin's motion to approve the Treasurer's Report and hold it for audit was seconded by Mr. Cullum. Approved.

Mr. Bernardin then gave the annual review of the WMI's investments and holdings with Hilliard Lyons. Particular discussion took place regarding investments in Exxon and Apple. Mr. Bernardin recommended a reduction in Exxon stocks while increasing the WMI's investment in Apple. Following this advice, Mr. Maudlin made the motion to trim \$20,000.00 from the WMI's Exxon holdings and reinvest that value in Apple. This motion was seconded by Mr. Cullum. Approved. Mr. Bernardin ended the annual financial review with thanks from the Board.

In Old Business

Special Projects - The printed charrette summary, "Vision New Harmony" was discussed. The Trustees acknowledged the deadline with the Town was quickly approaching and that the WMI would need to know the intentions of our prospective donors by December 1.

Electrical work - The estimate from electrician Josh Lamb regarding repairs/upgrades to the WMI's electrical system was reviewed. Mr. Cullum made the motion to complete the work in stages and to authorize Mr. Rokicki to negotiate the details, including a reasonable completion date with Mr. Lamb. Seconded by Mr. Maudlin. Approved.

In New Business

Discussion was held regarding the needed repairs to the Museum Gallery. The room requires similar repairs to those completed earlier in the year in the Art Gallery. Mr. Rokicki will contact Koester Construction for a quote.

Mr. Rokicki then gave the Director's Report.

Mr. Rokicki presented the claims. Mr. Cullum moved to accept the claims and this was seconded by Mr. Maudlin.

The meeting was then adjourned.

## **December 6, 2017 Minutes**

The Board of Trustees of the Working Men's Institute met on December 6, 2017, at 4:30 p.m.

President Fred Frayser called the meeting to order. In attendance were Mr. Frayser, Vice-President Nathan Maudlin, Secretary Tom Cullum, Trustee Tamara Allison, Treasurer Kenyon Bailey, Director Ryan Rokicki, and Rose Overton. One member of the public was also present.

Minutes of the November 7, 2017 were reviewed by the members of the board. Mr. Maudlin moved to accept the minutes as presented. Mr. Cullum seconded. Accepted.

The Treasure's Report was then presented. The actively managed account has been doing very well. There was a discussion of moving assets above the principle amount of \$385,000 to the Gift Fund. Nathan Maudlin motioned that when the fund has reached \$400,000 or higher, the surplus amount over \$385,000 will be transferred to the Gift Fund. Ms. Allison seconded the motion. Approved.

In Old Business

There was a discussion of the funding sources for the School Project. The Trustees acknowledge that there is a challenge due to the changing circumstances related to prospective funding. Although Jeremy Efroymson has decided to withdraw his pledge from the school project, he has decided to donate directly to the WMI. The donation amount is \$50,000 over a period of 2 years. Each annual installment of \$25,000 is to be used for WMI operations. Discussion followed regarding how this gift could be used to enhance components of our museum exhibits. Nathan Maudlin moved to have Ryan Rokicki prepare 2 exhibits for the WMI by the end of 2018. (Murphy Gallery and Prehistoric display). Tammy Allison seconded the motion. Approved.

There was no New Business.

Director's Report see attached. Mr. Rokicki also requested a board motion to allow end-of-year transfers to be made to keep all WMI budget items in the black. Nathan Maudlin moved to allow these end-of-year transfers to be made to satisfy State Board of Accounts policies. Tom Cullum seconded the motion. Approved.

Mr. Rokicki presented the claims. Mr. Cullum moved to accept them. Ms. Allison seconded. Accepted.

With no further business, the meeting was adjourned.