

2020 Board of Trustees Meetings
(No meeting in APRIL due to COVID-19)

The Board of Trustees of the Working Men's Institute met on January 16, 2020.

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Vice President Nathan Maudlin, Treasurer Connie Weinzapfel, Trustee Tamara Allison, President of The Friends of The WMI Katie Reineke, Director Ryan Rokicki and Circulation Specialist Shannon DeLap.

Minutes of the December 12, 2019 meeting had been sent electronically. Tamara Allison moved to accept the minutes. Connie Weinzapfel seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. The Annual Review was moved from October to June. Nathan Maudlin moved to accept and hold for audit.

Katie Reineke gave the Friends of the WMI report. The FWMI voted to put ½ to \$3000 towards the renovation of the staff bathroom.

In Old Business

The ceiling renovations began in the Museum January 6th. Josh Lamb will begin with the electrical work on Tuesday January 21st. It was decided that this would be an excellent time to refinish the floors.

The board was asked about maybe purchasing some fencing to help with fencing project. It was decided at this time that there were other projects that needed attention before addressing the fence.

In New Business

The Long Range Plan will be presented at the next BoT meeting.

The Posey County Women's fund Grant is now available. The deadline to apply is February 16th. This grant would help purchase archival tools needed for the preservation of women's artifacts.

Director's Report (see attached)

Mr. Rokicki then presented the claims. Mr. Maudlin made the motion to accept the claims. Ms. Weinzapfel seconded. Accepted.

The meeting was then adjourned.

Director's Report January 16, 2020

Our Christmas open house was a huge success! We had 35 people in attendance. A big thank you to Amanda Hein Smith of Simply Prepped meals for catering the event.

Chris Koester has begun the renovations of the Museum. His crew was here January 7th and moved the artifacts and cases.

Melora and I are currently working on a new floor layout for the cases once the renovations are complete.

We have added three Nook tablets to our collection. These tablets may be checked out by a patron for one week intervals so that they may have access to our digital lending material.

Peggy Taylor will be presenting "Wool in Winter-A fiber Gathering" Saturday January 25th from 10 a.m. to 2 p.m. and again on February 29th.

Southwest Indiana Chamber will hold a "Lunch and Learn" at the WMI on February 13th.

Randy and Deb Patrick will be here on February 18th.

The Board of Trustees of the Working Men's Institute met on February 20, 2020.

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Treasurer Connie Weinzapfel, Trustee Tamara Allison, Trustee Tom Cullum, Director Ryan Rokicki and Circulation Specialist Shannon DeLap.

Minutes of the December 12, 2019 meeting had been sent electronically. Connie Weinzapfel moved to accept the minutes. Tamara Allison seconded. Approved.

January's Treasurer's Report was not approved at the January 16th meeting. A new motion to accept as presented and hold for audit was made by Tamara Allison. Tom Cullum seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. Tom Cullum moved to accept and hold for audit. Tamara Allison seconded. Approved

Ryan Rokicki gave the Friends of the WMI report. The First FWMI lecture "Archives: Out of the Dust and Rust" will be presented Thursday March 5th at 6:00p.m. Linda Warrum, Marlene Huffaker, Beverly Fischer, Melora Adams and Shannon DeLap will highlight all the hard work that has gone into the transformation of the Archives.

In Old Business

Connie Weinzapfel reported on the repair of the roof. According to her research in 1913-1914 the roof was slate. She has been in contact with several roofing companies that specialize in slate.

The LSTA grant is due March 20th. The board was asked to consider the "Save America's Treasure's" grant.

The Long-Range Plan was presented by Connie Weinzapfel. Tamara Allison made the motion to approve the Long-Range Plan for the next two years. Tom Cullum seconded. Approved

In New Business -none

Director's Report (see attached)

Mr. Rokicki then presented the claims. Mr. Cullum made the motion to accept the claims. Ms. Allison seconded. Accepted.

The meeting was then adjourned.

Director's Report February 20, 2020

Peggy Taylor presented "Wool in Winter-A fiber Gathering" Saturday January 25th from 10 a.m. to 2 p.m. with 15 attendees. She will be presenting this again on February 29th.

The Southwest Indiana Chamber held their "Lunch and Learn" at the WMI on February 13th. Twenty-three people were in attendance.

Randy and Deb Patrick are here continuing their research.

The U.S. Census Bureau has selected the WMI as a possible location for their training workshops. These will occur on several dates throughout the months of March, April and May.

Blayse Buseth will hold a lecture here on March 4th at 6:30 p.m.

Linda Warrum, Marlene Huffaker, Beverly Fisher, Melora Adams and Shannon DeLap will present "Archives: Out of the Dust and Rust" on Thursday March 5th at 6:30 p.m.

Briel Kobak will hold a lecture here on Thursday March 12th at 6:30 p.m.

Our Member Lectures will resume on March 26th at 6:30 p.m.

This coming Tuesday I will be collaborating with Jeanne Maudlin to create a video for the upcoming FWMI book sale.

We have had another boiler replaced free of charge from HF refrigeration. This replacement was due to a malfunctioning heat exchanger caused by rust in the pipeline.

Long Range Plan Working Men's Institute 2020-2022

*Adopted by the Trustees of the Working Men's Institute
February 20, 2020*

Developed by the WMI Long-Range Planning Committee February 5, 2020

*Connie Weinzapfel - Chair
Dan Busler
Christine Crews
Rick Johnson
Mike Axton
Nathan Maudlin*

Public Library

The library of the Working Men's Institute (WMI) serves the people of New Harmony and Harmony Township. The population for New Harmony and Harmony Township in the 2010 census was 1338. The Consolidated School of New Harmony and Harmony Township closed in 2012. Many of the books in the school library were obtained by the WMI. A 2001 study conducted by the Bill and Melinda Gates Foundation determined that over 10% of our service population were living below the poverty level. At this time we know of no one in our service area for which English is a second language.

Although this is a small service population, there are several needs that can be identified.

- The WMI is the only local institution offering library services to children and families.
- There is a continued need for public access computers for the Internet and various programs computers can provide.
- Our older population continues to need large print books and books on CD.
- Community organizations and the members of the general public need access to our Meeting Room for meetings and events.

The goals for our library for 2020-2022 are as follows.

- Continue to develop our youth and young adult collection by adding leisure and reference materials.
- Continue our commitment to bridge the "digital divide" so that every person in our service area has access to the Internet and a variety of word processing programs.
- Continue to replace older computers with newer models as needed.
- Add computer workstations for public use if demand requires.
- Add a device charging station for public use.
- Maintain and update public access computer software and related hardware as needed.
- Maintain both wireless network and LAN servers.
- Continue to maintain Internet access by participating in the Indiana Library Consortium for e-rate.

- Maintain our extensive Large Print book collection and enlarge our books-on-CD collection.
- Expand programming for children, teens and adults.
- Maintain excellence in current programming by offering engaging lectures, workshops, and events that our patrons find useful, informative, or entertaining.
- Continue to offer eBooks through Overdrive.
- Maintain active partnerships with community organizations such as the Friends of the Working Men's Institute, New Harmony Business Associates, Historic New Harmony, University of Southern Indiana, and neighboring libraries.
- Implement new opportunities for members and volunteers, especially for youth volunteers (i.e. docents, greeters, museum cataloging, etc.)
- Continue to offer friendly and attentive service to all patrons, including welcoming all museum visitors with a brief introduction regarding WMI's history.

Archives

The archives are an important part of our library. The WMI has been in continuous operation since 1838. The archives house the important books and manuscripts we have acquired over the years including the books donated by our founder William Maclure, the extensive library of Richard Owen, and manuscripts from the communal societies of Rapp and Owen.

In the 1970s the Branigin Archive was built. The majority of its holdings are manuscripts from the communal societies and local history. The collections were ably processed by Arthur Bester, Josephine Elliott and others. Many of the finding aids (guides to collections) or collections have been digitized. In 1999, the Lilly Archive was built to house the rare book collection held by the WMI. Books were moved from the stacks into the Lilly archive after having been cleaned and cataloged.

In 2014, the stacks room was remodeled into a public meeting space. Materials in the stacks that were deemed significant were placed in the archives. The remaining materials were put in storage for further review.

In 2015, SpaceSaver shelving was installed in the archives storage area to replace the previous static shelving. This has increased our storage space by roughly 45%. This has been augmented by additional art racks and drawers in 2018 and 2019.

The goals for the archives are as follows:

- Remaining books in storage will be surveyed for weeding or inclusion into the archives based on significance, condition, age, etc. This will reduce the amount in storage by 50 boxes per year until completed.
- Selected collections will be digitized, and additional finding aids will be developed and digitized.
- Continued organization of archives storage area. (i.e. identifying collections, replacing non-archival storage materials)
- Continue to add storage solutions such as art racks and drawers.

Museum

The museum on the second floor of the WMI is a popular attraction for tourists and visitors to New Harmony. The local population takes pride in the WMI's vast collection of historical artifacts, natural specimens, and art. As the caretakers of New Harmony's rich cultural history, the WMI will maintain its museum collection and associated exhibits according to professional museum standards. In 2014, the exhibit, "New Harmony: Crossroads of Geology" was developed and installed using specimens from the geology collection. SpaceSaver storage units were added in the storage area in 2015 to maximize space. Non-archival quality boxes and wrappings which hold objects have begun to be replaced by the proper acid-free storage containers. A 2017 grant from the Indiana Historical Society allowed the WMI to hire a Collections Manager to catalog and care for the museum collection and to develop exhibits and displays.

The goals for the museum are as follows:

- Continue to replace boxes and wrappings with archival-quality systems.
- Develop and install new displays.
- Increase interpretation for objects on exhibit.
- Continue to process and catalog museum objects.
- Continue to develop meaningful and engaging history, natural history and art exhibits that utilize our collection and are relevant to WMI's mission and to the heritage of New Harmony.

Website and Social Media

As a public, historic museum and research facility, we need high visibility on the Internet via a website that promotes easy access to information about our institute, our holdings and in some cases the holdings themselves in digital form.

Goal for the WMI's internet presence are:

- Maintain our website and Facebook pages.
- Provide web access to collections as they are digitized and to seek grants to facilitate this.

Facilities

The WMI's building was built in 1894 and is a significant site in the New Harmony National Historic Landmark District. Much care and planning go into its upkeep and maintenance. Despite the challenges of safeguarding our historic structure, the WMI takes pride in maintaining the building to meet our patrons' needs as a usable facility and as a historic site. In 2011, an elevator was added for use of the disabled and 2014 saw the overhaul of the air-handling system. New, high efficiency boilers were installed in 2015. The ceilings of three of the four main rooms have been repaired (2013 -2019). The remaining ceiling is being repaired in 2020. As with any historic property, continued upkeep and repair is required.

Goals for the WMI's building and grounds are:

- Replace roof by securing a general obligation bond issue.
- Continue to monitor the northeast wall for movement.
- Repair and paint exterior fencing.
- Enhance alarm/security systems including adding security cameras to monitor areas not yet covered and adding a monitor to allow cameras to be viewed by staff at the circulation desk.
- Repair and replace sidewalks on north and west of building.
- Consult with a professional arborists to implement a Tree Risk Assessment program for the safety of all trees on the property and the public.

Evaluation

Ongoing evaluation of the Long-Range Plan by staff and Trustees will use the following methods:

1. Annually assess community needs via targeted surveys.
2. Install a suggestion box and review submissions weekly.
3. Track number of users served (circulation, program attendance, door count, etc.).
4. Conduct surveys at selected programs to determine how well the service meets the needs of the people served.
5. The Long Range Planning Committee will review the above information annually and identify accomplished and future goals.

The Board of Trustees of the Working Men's Institute met on May 21, 2020

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Treasurer Connie Weinzapfel, Director Ryan Rokicki and Circulation Specialist Shannon DeLap. Vice President Nathan Maudlin, Secretary Tom Cullum and Trustee Tamara Allison were on a conference call for this meeting due to the COVID-19 Pandemic.

Minutes of the March 19, 2020 meeting had been sent electronically. Connie Weinzapfel moved to accept the minutes. Tamara Allison seconded. Approved.

There were no April 2020 Board of Trustees minutes due to COVID-19

The Treasurer's Report for March and April was then presented by Connie Weinzapfel. Tamara Allison moved to accept and hold for audit both the March and April Reports. Nathan Maudlin seconded. Approved

In old Business

The Natural History area of the museum is nearly finished. Chris Koester and his team have been installing the crown molding this week. The painting of the crown molding will be completed next week. After these tasks are completed, we can begin to move cases and artifacts back to their proper place. The museum will remain closed until June 14th as mandated by Governor Eric Holcomb.

In new Business

We will be reopening to the public June 2nd. We will have a limit of ten individuals in the building at a time and a facial covering must be worn. Our curbside service will continue for those patrons who do not feel comfortable coming into the building.

We will revisit the programs in July.

Director's Report (see attached)

Mr. Rokicki then presented the claims for April and May. Nathan Maudlin made the motion to accept the claims. Tamara Allison seconded. Accepted.

The meeting was then adjourned.

Director's Report May 21, 2020

On May 5th we resumed business with curbside pickup and adjusted operational hours. We are currently open 10am-5pm Tuesday-Thursday with curbside pickup from noon-4pm. Friday and Saturday's hours will remain the same. We will be closed on Sundays.

On May 12th we opened the computer labs with a maximum of two people and by appointment only.

Jim Naas was here Saturday May 16th and replaced the water heater. It was replaced due to a leak.

HF Refrigeration was here today to service and turn on Air Conditioning.

We were approved for a \$19,000 Payroll Protection Loan. This money is only to be used for Payroll and utilities.

We applied for the \$5000 Coronavirus Aid, Relief and Economic Security Act (the "CARES Act") grant. The grant recipients will be announced tomorrow May 22nd.

The Board of Trustees of the Working Men's Institute met on March 19, 2020.

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Vice President Nathan Maudlin, Treasurer Connie Weinzapfel, Secretary Tom Cullum, Trustee Tamara Allison, and Director Ryan Rokicki.

Minutes of the February 20, 2019 meeting had been sent electronically. Mr. Cullum moved to accept the minutes. Connie Weinzapfel seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. Discussion took place about the dip in the market caused by the Coronavirus. The question of should the WMI take steps to secure its assets was raised. It was determined to keep the status quo for now. Nathan Maudlin moved to accept and hold for audit. Mr. Cullum seconded. Approved

I reported we were contacted by Rowe Land and Leasing regarding mineral rights from James H. Litton, Successor Trustee of the Neva R. DonCarlos Living Trust recorded in Wayne County, Illinois. Connie Weinzapfel made the motion that we accept the agreement. Tom Cullum Seconded. Approved.

In old Business

I received a proposal for the sum of \$413,905 from Highland Roofing located in Louisville, Ky for a new slate roof.

In new Business-None

Director's Report (see attached)

Mr. Rokicki then presented the claims. Nathan Maudlin made the motion to accept the claims. Connie Weinzapfel seconded. Accepted.

The meeting was then adjourned.

Director's Report March 19, 2020

The First FWMI lecture of 2020 "Archives: Out of the Dust and Rust" was held on Thursday March 5th with 35 people in attendance.

Briel Kobak held a lecture at the WMI on March 12th with 56 people in attendance.

Due to the health crisis, we closed to the public on March 17th but continued with curbside assistance. We also encouraged the use of our digital lending through the Libby and Overdrive apps available through most android and apple devices.

The Board of Trustees of the Working Men's Institute met on June 18, 2020

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Vice President Nathan Maudlin, Treasurer Connie Weinzapfel, Friends of the WMI Secretary Jeanne Maudlin, Patty Beagle, Robert Bernardin, Director Ryan Rokicki. Trustee Tamara Allison joined by phone.

Mr. Frayser asked for the suspension of Robert's Rules of Order to allow New Business to be handled first. Mr. Maudlin made the motion to suspend which was seconded by Ms. Weinzapfel. Approved.

In New Business

Patty Beagle, representing the New Harmony Farmer's Market, asked for permission to hold the market on the WMI's grounds on Saturday mornings. Attempts to find other suitable locations have been unsuccessful. After some discussion regarding the importance of the Farmer's Market to the community, Mr. Maudlin made the motion that the grounds of the WMI serve as the venue for the New Harmony Farmer's Market with the following conditions:

- a. the Farmer's Market will be a program of the WMI and the building will be open and staffed during market hours
- b. "New Harmony Farmer's Market, Presented by the Working Men's Institute" will be used in all advertising and marketing, and that the WMI's logo will be used in same.
- c. all visitors and participants to the market will be counted and those numbers reported to the WMI for our visitation records.
- d. that the WMI be allowed a booth at the market for marketing purposes.
- e. the WMI will be named as an additional insured on the Farmer's Market's insurance policy.
- f. that the Farmer's Market adhere to the guidelines and practices that are standard for farmer's markets.
- g. the market will run Saturdays for the 2020 calendar year, 9:00am - 12:00pm.

Ms. Beagle being agreeable to all conditions, the motion was seconded by Ms. Weinzapfel. Approved.

Minutes of the May 21, 2020 meeting had been sent electronically. Mr. Maudlin moved to accept the minutes. Ms. Weinzapfel seconded. Approved. The portion of May's Director's Report regarding the PPP loan was asked to be expanded.

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

Robert Bernardin then presented a review of our investments with Baird/Hilliard Lyons. The affects of the Coronavirus as well as political situations on the market were discussed. Our holdings have continued to gain since the losses of February and March. Mr. Bernardin feels optimistic with where our holdings are and does not believe any major changes are needed at this time.

Jeanne Maudlin then gave the Friends report. The Independence Day Celebration program, featuring Tamara Allison will be held on Facebook this year due to the pandemic. The Friends are discussing using this platform for future programs as well.

In Old Business

Mr. Rokicki reported that his plan was to return to full hours (as they were before the pandemic) on July 5. This would correspond with the beginning of Stage 5 of Governor Holcomb's "Back on Track" plan. Any developments relating to the spread of COVID-19 may alter this plan. Most programs remain postponed or canceled at this time.

In Other New Business

Mr. Maudlin reported an opportunity to partner with the National Alliance on Mental Illness for the discussion of race relations. The Trustees were in agreement that Mr. Maudlin should continue exploring this opportunity.

Ms. Weinzapfel then suggested a new procedure for approving large expenditures related to building and renovation projects. She proposed that she and Mr. Cullum review all proposals and invoices over \$5,000.00 prior to submission to the Trustees. Mr. Maudlin made this proposal a motion which was then seconded by Mrs. Allison. Approved.

Director's Report (see attached)

Mr. Rokicki then presented the claims for June. Ms. Weinzapfel made the motion to accept the claims. Mr. Maudlin seconded. Accepted.

The meeting was then adjourned.

Director's Report June 18, 2020

We have added promotional videos to Facebook regarding new materials in the library and the reopening of the museum. These were filmed by Jacob Mumford and feature the WMI staff.

All finishing touches are complete in the Museum Gallery. Displays were reinstalled with the volunteered help of Chris and Bryce Koester and Ayden Rokicki. The majority of objects on display now have interpreted labels and the gallery has a new layout.

Chris Koester will begin painting the exterior windows next week. A lift will be on site.

A practice run of the Independence Day program is scheduled for June 24th. As this is our first foray into Facebook Live, this will give us the opportunity to test this platform.

The Board of Trustees of the Working Men's Institute met on July 16, 2020

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Treasurer Connie Weinzapfel, Secretary Tom Cullum, President of the Friends of the Working Men's Institute Katie Reineke-Pritchett, Director Ryan Rokicki and Circulation Specialist Shannon DeLap. Vice President Nathan Maudlin and Trustee Tamara Allison joined the meeting via Zoom Video Conference due to the COVID-19 Pandemic.

Minutes of the June 18, 2020 meeting had been sent electronically. Connie Weinzapfel moved to accept the minutes. Tom Cullum seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. Tom Cullum moved to accept and hold for audit. Nathan Maudlin seconded. Approved

Katie Reineke-Pritchett gave the Friends of the WMI report. The planning and execution of the Independence Day celebration went very well. We had some connectivity issues that made live video problematic so the video was prerecorded. A big thank you to Steven Stump for filming the program. As of today, the video had 268 views. We have discussed doing the remainder of the Friends lecture series with a live video feed. Taylor Rokicki has agreed to try a live feed with her lecture next month. Moving forward, we will attempt having in person lectures with social distancing guidelines in place. We will provide masks for those who want to attend. As a safety precaution, there will be no refreshment table. We have one individual who has cancelled their upcoming lecture. The Annual Kunstfest Book Sale has been cancelled until further notice. There is hope to have it during the Chili Cook-Off. There is an overabundance of books available. It was suggested that a mini-book sale take place during the farmers market.

In Old Business

The WMI will be audited again this year. It will be for the period 2016-2019.

We are still seeking a new roof. The Office of Community and Rural Affairs has come out with a new grant that is valued between \$500 to \$100,000 dollars. It was mentioned to bond half the cost of the roof and raise \$225,000. Additional grants will be explored. Candice Croix, Director of Indiana Landmarks Southwest Field Office will be visiting Tuesday.

Tom Cullum and Connie Weinzapfel suggested a form for paying construction bills. It would be used for anything involved with contracting for any amount. Nathan Maudlin made the motion to approve the contractor/construction form. Tom Cullum Seconded. Approved.

We are developing a panel discussion on racial relationships. This will be conducted in partnership with the National Alliance on Mental Illness. The date will be sometime this September.

In New Business

We are looking for a conservator for the eight-legged calf. The State Museum has shared information on two. One is in Oklahoma and the other near Indianapolis. Mr. Rokicki has spoken with the Illinois State Museum to help aid our search efforts. A fundraiser for the costs of the conservation of the specimen is still underway.

Director's Report (see attached)

Mr. Rokicki then presented the claims. Tom Cullum made the motion to accept the claims. Connie Weinzapfel seconded. Accepted.

The meeting was then adjourned.

Director's Report – July 16, 2020

We Have a new temporary exhibit in the Maclure room. “New Harmony as Seen by a Visitor” by Donna Lee Self will be on display through the summer.

Over the course of the last three weeks the Farmer’s Market presented by the WMI has brought in 856 patrons.

Chris and Bryce Koester continue with the painting of the windows. Chris has reported he has found no rot during his repairs.

2021 budget season is upon us. Ms. Weinzapfel and I will meet next week to go over preliminaries prior to the August budget meeting with the Department of Local Government Finance. Our growth quotient is set at 4.2%.

We are slated for a routine audit from the State Board of Accounts. No date has yet been set.

Jim Naas said it would be a month before he could begin the staff bathroom renovation due to his current workload.

My Library Director Certification, as required by the State, has been renewed for another five years.

The Board of Trustees of the Working Men's Institute met on August 20, 2020.

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Vice President Nathan Maudlin, Treasurer Connie Weinzapfel, Director Ryan Rokicki, Circulation Specialist Shannon DeLap, and Adam Green. Secretary Tom Cullum joined by phone while Trustee Tamara Allison joined by Zoom Video Conference.

Mr. Frayser suspended the agenda to allow architect Adam Green to speak about his work in historic preservation and his plan for providing architectural services for the roof project.

Ms. Weinzapfel has been working on the roof project by determining the proper steps to take and where to find funding for the project. We received a grant for \$5,000 from Indiana Landmarks/Efroymsen Family Fund to hire a Preservation Architect to manage the project as well as make drawings of the roof and interpret historic photos to determine which materials should be used since we no longer have real slate. These drawings and plans are needed to apply for and receive grants. Ms. Weinzapfel made the motion to hire Adam Green as the architect and project manager for restoration of the roof. Mr. Maudlin seconded. Accepted.

Minutes of the July 16, 2020 meeting had been sent electronically. Mr. Maudlin moved to accept the minutes as presented. Mr. Cullum seconded. Accepted.

Treasurers Report was given by Connie Weinzapfel. Tom Cullum moved to accept and hold for audit. Nathan Maudlin seconded. Accepted.

Old business- Mr. Rokicki has been in contact with a taxidermy conservator near Minneapolis. Taxidermy unlimited has been sent pictures of the eight-legged calf. It has been assessed that the calf is in poor shape. It was recommended that the calf be shipped to them for further assessment and repair. Mr. Rokicki then contacted US Art, a company that specializes in shipping art and museum collections. The estimate for shipping the calf to Minneapolis is \$4,000. Mr. Rokicki then proposed that he could build a proper packing crate for the calf and personally deliver it to the Minneapolis based taxidermist within the next few months.

Mr. Maudlin will moderate a panel discussion on September 29th titled "Racism and Mental Health" co-sponsored with the National Alliance on Mental Illness. It starts at 5:30 p.m. and is a Zoom Video Conference event. It was suggested that a banner with the WMI logo be purchased prior to this event to be hung behind the presenters for all events going forward.

In new business-We have received quotes from Josh Lamb for the installation of new lighting in the lecture hall as well as the Art gallery. The quote for the Art Gallery is \$6,076. The lecture hall quote is \$7,264. Mr. Maudlin Made the motion to install the lights in the Gallery and wait to do the lecture hall. Ms. Weinzapfel seconded. Accepted. This expense will be applied to this year's budget.

Director's Report (see attached)

Mr. Rokicki then presented the claims. Tom Cullum made a motion to accept the claims. Nathan Maudlin seconded. Accepted. The meeting was then adjourned.

Director's Report – August 20, 2020

The New Harmony Farmer's Market presented by the WMI is doing well. 797 patrons have attended the farmer's market over the last month.

Melora Adams has begun writing a column for the Posey County News. "WMI's Artifact Under Exam" launched in the Tuesday August 8, 2020 edition of the local Newspaper. Her debut article focused on a photo album owned by Frances Sylva Guthrie, daughter of Women's Rights Activist Fannie Wright. This week the article featured the cast iron coffee roaster donated by Julia Osborn Soper.

"What is it Wednesday" is our newest Facebook endeavor. Each week we upload a picture of an artifact that is unidentified or unusual in appearance so that Facebook members can see if they can determine what it is or used for.

Monday July 27, 2020 Boy Scout Troops 305 and 315, both from Newburgh, visited the WMI. They received a tour of the museum and enjoyed the classic movie "Ernest goes to Camp".

The State Board of Accounts is wrapping up their audit.

On August 11, 2020 I attended a budget workshop held by the Department of Local Government Finance. We have a 4.2 growth quotient with our general operating budget for the year being \$258,750. Our Budget hearing will take place during the September BoT meeting. Our budget Adoption will take place at the October Membership Meeting.

The Board of Trustees of the Working Men's Institute met on September 17, 2020.

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Vice President Nathan Maudlin, Treasurer Connie Weinzapfel, Director Ryan Rokicki, and Circulation Specialist Shannon DeLap, Secretary Tom Cullum joined by phone while Trustee Tamara Allison joined by Zoom Video Conference.

The Budget Hearing for 2021 was called to order by Mr. Frayser. No members of the public were in attendance, so no questions were offered. The Budget Adoption will take place at the October meeting. A motion to close the budget hearing was made by Connie Weinzapfel. Nathan Maudlin seconded. Mr. Frayser then adjourned the Budget Hearing.

Mr. Frayser then called the Trustees Meeting to order.

Minutes of the August 20, 2020 meeting had been sent electronically. Mr. Maudlin moved to accept the amended minutes as presented by Connie Weinzapfel. Tamara Allison seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. Tom Cullum moved to accept the report and hold it for audit. Connie Weinzapfel seconded. Approved.

In old business

- Dylan Howell with the State Board of Accounts has finished with the WMI's audit. We have shown a great improvement since the 2017 audit. However, Mr. Howell did find a few things that we need to improve. It was suggested we use the Not for Profit version of Quickbooks. We are currently working with our accountant to make the switch. We are paying sales tax to our electricity provider, Vectren. Since we are a Not-for-Profit Organization, we are tax exempt. A tax-exempt certification has been submitted to Vectren to rectify this issue. Each individual claim/receipt requires a separate form. These forms have been created and are being used. A copy of our Protection Bond should be on record at the County Recorder's office as they did not have one on file. This has been corrected. When deposits reach \$500, they must be made within 48 hours. The Resolution to Fund balance (i.e. Gift Fund, General fund) needs to have verbiage that is following the State Board of Accounts. Physical inventory of physical assets must be completed every three years. This includes building, land, and equipment. Nathan Maudlin made the motion that any inventoried item with an original purchase price of \$1,000 or over be considered a capital asset. Connie Weinzapfel seconded. Approved.
- Nathan Maudlin will moderate the upcoming Zoom Video Conference "Racism and Mental Health" co-sponsored with the National Alliance on Mental Illness on Tuesday September 29, 2020 at 5:30 p.m. There will be a trial run on Tuesday September 15, 2020. Invitations will be sent via email with instructions on how to obtain access to the event. There will be press releases in the Posey County News and The Courier and Press. This event will also be publicized on Eventbrite.

In new business -No New Business

Mr. Rokicki then presented the claims. Mr. Maudlin made the motion to accept the claims. Ms. Weinzapfel seconded. Accepted.

The meeting was then adjourned.

Director's Report – September 17, 2020

The New Harmony Farmer's Market Presented by the WMI is dwindling but still doing well. 496 patrons have attended the farmer's market over the last month.

Melora Adams newspaper column "Artifact Under Exam" is getting excellent reviews. Her column can be found in the weekly edition of the Posey County News in the "WMI News" section.

Randy and Deb Patrick arrived August 25, 2020 to continue on-going research and cataloging. They departed on August 28, 2020. They will return with their colleagues, Ron Richards, and Peggy Fisherkeller, in October.

The Board of Trustees of the Working Men's Institute met on October 15, 2020

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Director Ryan Rokicki and Circulation Specialist Shannon DeLap. Due to the COVID-19 Pandemic, Vice President Nathan Maudlin joined by phone while Treasurer Connie Weinzapfel, Secretary Tom Cullum and Trustee Tamara Allison joined via Zoom Video Conference

Minutes of the September 17, 2020 meeting had been sent electronically. Nathan Maudlin moved to accept the minutes. Tamara Allison seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. A suggestion was made by Ms. Weinzapfel to transfer all proceeds raised from the roof project into the overdraft account so that it can be isolated from other gifts and grants. Nathan Maudlin made a motion to transfer all proceeds raised from the roof project into the overdraft account. Tom Cullum seconded. Accepted. Tom Cullum moved to accept and hold for audit. Nathan Maudlin seconded. Approved

There was no Old Business.

In New Business

The Trustees passed the resolution regarding E-rate for 2021. Mr. Cullum made the motion to accept the resolution. Mr. Maudlin seconded. Accepted.

The State of Indiana is now requiring an Establishment of the Fiscal Body. In the event there is a triggering event with our budget, (i.e. if we were to propose a budget that was above the annual growth quotient then the town board would have to approve it) this resolution would establish the town board as the agency that would step in and act if necessary. Nathan Maudlin mad the motion to appoint the town board as our fiscal body. Connie Weinzapfel Seconded. Accepted

In order to continue to operate, Connie Weinzapfel made a motion to grant the president temporary emergency Power to extend and appoint the officers and trustees for the Board of Trustees until such time membership can meet and hold an election. Nathan Maudlin Seconded. Accepted

Director's Report (see attached)

Mr. Rokicki then presented the claims. Tom Cullum made the motion to accept the claims. Tamara Allison seconded. Accepted.

The meeting was then adjourned.

Director's Report October 15, 2020

The Farmers Market Presented by the WMI is still going strong! Due to many local patrons requests it will continue through Halloween.

It is beginning to look like Halloween at the WMI! There is a new addition to our Halloween décor. The "Classic Tales of Horror" book display in the Foyer case has four classic horror books by various authors. Be sure to check it out!

Tomorrow morning, I am off to Minnesota to deliver the eight-legged calf to Taxidermy Unlimited.

I have registered with Indiana Library Federations for there annual conference. This conference will be a virtual event this year due to the pandemic. It will be held on November 17-18, 2020.

On September 29, 2020 in partnership with the National Alliance on Mental Illness (NAMI), we hosted the online panel discussion "Racism and Mental Health: A Community Discussion". This webinar focused on the relationship between racism and mental health diagnosis and treatment. We had 23 people view this event.

The grant for the roof restoration was submitted to the Division of Preservation and Archeology.

We will soon need volunteers to help decorate the WMI for Christmas. The NHBA decorating committee would like to see all the businesses decorations completed by November 16, 2020. This deadline is due to many area businesses planning holiday open houses beginning Saturday October 24, 2020.

The Board of Trustees of the Working Men's Institute met on November 19, 2020.

Fred Frayser called the meeting to order. In attendance were President Fred Frayser, Vice President Nathan Maudlin, Treasurer Connie Weinzapfel, Secretary Tom Cullum, and Director Ryan Rokicki. Trustee Tamara Allison joined by Zoom Video Conference.

Minutes of the October 15, 2020 meeting had been sent electronically. Connie Weinzapfel moved to accept the minutes. Tom Cullum seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. Nathan Maudlin moved to accept and hold for audit. Tom Cullum seconded. Approved

Ryan Rokicki gave the Friends of the WMI report.

There was no Old Business.

In New Business

- Fred Frayser asked about the completion of the lighting project in the Maclure room. The Board concluded that the roof is the project of priority at this time.
- Both Actively managed Accounts and the Jeanne Miller Fund both have a \$10,000 transfer threshold. Nathan Maudlin made a motion to drop the threshold on both actively managed Accounts and the Jeanne Miller Fund to \$5000. Tom Cullum seconded. Approved.
- Nathan Maudlin asked the board about a Special Assessment Fund for the Roof from the Membership. It would charge each member an additional \$25 with the dues. After much discussion, Mr. Maudlin made the motion to notify the Membership that the trustees have begun fund raising for the roof and that each member will be expected to raise a minimum \$25 each. Connie Weinzapfel seconded. Approved.
- Dr. George Rapp has offered to donate a sculpture. Discussion commenced on possible locations of this sculpture and the affects of the WMI esthetics and grounds. It was also understood that the WMI would have no expenses in the transport nor installation. Nathan Maudlin made the motion to accept the donation of the sculpture. Tom Cullum seconded.

Director's Report (see attached)

Mr. Rokicki then presented the claims. Tom Cullum made the motion to accept the claims. Connie Weinzapfel seconded. Accepted.

The Board wanted to recognize and commend Connie Weinzapfel for Receiving the Eli Lily Lifetime Achievement Award. Ms. Weinzapfel was presented this honorable award on November 2, 2020.

The meeting was then adjourned.

Director's Report November 19, 2020

The New Harmony Farmer's Market Presented by the WMI has finally come to an end. Patty Beagle and all the vendors sent a huge thank you for allowing them to have use of the front lawn and look forward to next year.

I delivered the calf to the conservator in Minnesota.

Ron Richards, Peggy Fisherkeller, Randy Patrick, and Deb Patrick were here October 18-20.

We have decorated for the holidays! A big thank you to the Janik Family and the staff for doing a fantastic job.

Due to the Pandemic our Christmas open house has been cancelled. Our plans for hosting Santa during Christmas in New Harmony is cancelled as well.

"12 Days of Christmas Stories" will begin next week. We have a few volunteers that have agreed to record a short video of them reading a children's Christmas story. These videos will then be put on our Facebook page. We are still looking for a few volunteers for this event.

The Board of Trustees of the Working Men's Institute met on December 17, 2020.

Nathan Maudlin called the meeting to order. In attendance were Treasurer Connie Weinzapfel, Secretary Tom Cullum, Director Ryan Rokicki, Friends of the WMI president Katie Reineke-Pritchett and Circulation Specialist Shannon DeLap. Vice President Nathan Maudlin and Trustee Tamara Allison joined by Zoom Video Conference. Due to some audio issues, Vice President Nathan Maudlin later joined by phone.

Minutes of the November 19, 2020 meeting had been sent electronically. Connie Weinzapfel moved to accept the minutes. Tom Cullum seconded. Approved.

The Treasurer's Report was then presented by Connie Weinzapfel. Tamara Allison moved to accept and hold for audit. Connie Weinzapfel seconded. Approved

FWMI President, Katie Reineke-Pritchett gave the Friends of the WMI report. The small book sale held during The New Harmony Farmer's Market Presented by the WMI brought in a profit of \$240.50. The FWMI are still working out the 2021 Lecture Series. There will be no lectures prior to July 4, 2021. Lectures after this date will feature Taylor Rokicki, Jan Kahle and Denise Lynn.

In Old Business

- The Trustees reported on several updates regarding the fundraising for the restoration of the roof. Dr. Rapp has pledged \$25,000 and has stated that there could be additional contributions from him. A letter confirming the \$25,000 pledge will be sent to Dr. Rapp from Director Rokicki. Ms. Weinzapfel continues to have discussions with Jeremy Efrogmson and has also made her own donation. Ms. Weinzapfel stated that if the decision was made to not use slate as the material for the roof that her contribution should be used for the restoration of the mural in the Maclure Room. Because investments saw a gain of over \$185,000 in November, Ms. Weinzapfel recommended that equities in the amount \$100,000 be sold for the restoration of the roof, and so moved. Tom Cullum seconded. Approved.

In New Business

- Year-end transfers. Tom Cullum made the motion to authorize Ryan to make any necessary end of year transfers within budget line items as required by the Department of Local Government Finance. Tamara Allison seconded. Approved.

During an executive session it was decided that Director Ryan Rokicki and Circulation Specialist Shannon DeLap shall receive a 3% pay increase. Collections Manager Melora Adams and Custodian Kirsten Janik are to receive a \$250.00 bonus each, and a \$100.00 bonus is to be given to part-time Circulation Specialist Katie Reineke-Pritchett

Director's Report (see attached)

Mr. Rokicki then presented the claims. Tom Cullum made the motion to accept the claims. Connie Weinzapfel seconded. Approved. The meeting was then adjourned.

Director's Report December 17, 2020

Our "12 Stories of Christmas" Facebook event has been a success thus far! We have had 5,728 views. We have three stories remaining. I will be reading "The Night Before Christmas" as a grand finale. This story will be available to view on Christmas Eve. A big thank you to all who participated!

Jim Brown removed the tree on the west side as recommended by arborist Tom Guggenheim. He will be back tomorrow to clean up and grind the stump.

We have completed an automotive-themed exhibit in the foyer. The two gas pump globes, as well as a car horn, are now on display in the bottom of the Murphy case. This case needed repair. Curt Schmitt was kind enough to come make these needed repairs.

I attended the Indiana Library Federation Conference on November 17-18, 2020. This year it was a virtual event with the theme "Everyone Counts."