

Kingsburg Historical Society

Board of Director's Meeting Minutes

August 14, 2017

E-mailed to Board Members on 8/17/17 and on 9/7/17

Minutes Approved 9/11/17

The meeting was called to order at 7:11 p.m. by Board President Gary Nelson; meeting in the Park Meeting Hall. Board members present were David Lindgren, David Meyer, Edward Morgan, Gary Nelson, Gloria Mendes, Greg Soghoian, Janet Cabral, Ronald Bergman and Tanya Barros. Secretary Bergman assured President Nelson that quorum requirement had definitely been met and that the meeting should proceed. Board members absent were Chris Peterson, Greg Jonsson, Henry Garcia, Loretta Snedegar, Rick Guestin, Stephen Hall. Guests were Pat Morgan and Scott A. Carlson.

July 10, 2017 Board Meeting Minutes - Ronald Bergman

The July 10, 2017 Board Minutes had been emailed to board members on 7-14-17 and on 8-9-17. Time at the beginning of the meeting was given so board members could study a hard copy of the said Minutes. There were no corrections or additions to the Minutes voiced, hence President Nelson declared the Minutes to be true and correct as written. A copy of these Minutes is filed with the official copy of these Minutes.

Treasurer's Report – Tanya Barros

Mrs. Barros had issued hard copies of her report prior to the meeting. Tanya verbalized the Profit and loss and Balance Sheet Statements. She issued a financial Spread Sheet and asked members to review the document. Specific questions were asked and Tanya gave specific answers. President Nelson thanked Tanya for her report. A copy of this report is filed with the official copy of these Minutes.

A Board Member Resignation – Gary Nelson

An e-mail addressed to Ron Bergman & Gary Nelson from Stephen Hall dated 8/13/17 and read by Ron to the board members stated that Stephen resigns his position as a member of the Kingsburg Historical Society Board of Directors. President Nelson accepted Stephen's resignation as of 8/14/17 thanking him for the time and effort he gave to the Historical Society and to the Historical Park. The letter of resignation is filed with the official copy of these Minutes.

OLD BUSINESS

Insurance Policy: Property & General Liability – Scott A. Carlson of the Kingsburg Insurance Agency

Scott reviewed our insurance coverage 07/21/17 THRU 08/21/18 There was discussion related to property and liability. The entire stated policy is filed in the Museum's Archive Insurance File in the Clay Building Office.

A motion was made by Greg Soghoian and seconded by Gloria Mendes that \$4,676.00 be paid for the insurance policy coverage from 07/21/17 THRU 08/21/18 with the Kingsburg Insurance Agency, Kingsburg, CA 93631. The motion passed with a unanimous voice vote.

Calendar Report as of 7-31-17 – Ronald Bergman

The 2017 Calendar Financial Report: Expenses: \$.81, Income: \$240.00, net fund balance: **\$6,338.18**. The 2018 Calendar Financial Report: Expenses: \$1.46, Income: \$300.00, net fund balance: **\$4,756.10**. President Nelson appointed the following people to serve on the 2018/2019 Calendar Committee: **Ronald Bergman, Chairman; Maxine Olson, Chris Peterson, Michael Dunn & Judy Bergman**

Go For Broke – David Meyer (Official name is “Communities of Courage and Compassion”)

The dates for the Communities of Courage and Compassion Exposition are **January 5, 2018 thru February 9, 2018**. The budget for the project is **\$16,000**. Jolene Polyack has been engaged for putting out publicity for the project.

Website – Greg Soghoian

Greg is working with JP Solutions on this project. There was discussion as to what the website could and should do for the Historical Society. There was consensus that there should be a brief biography of each board member and with his or her e-mail address given. The idea being that if one “is cruising” the website he or she may want to E-mail a particular board member about an interest the person may have. Greg hopes to have a rough draft to show at a forthcoming board meeting.

Employee Handbook – Janet Cabral & Tanya Barros

The 28 page document had been issued to each board member at the 7-10-17 Board Meeting with the assignment to study the monstrosity and come to the 8-14-17 board meeting with comments/questions. Comments and questions did come about and there were explanations and discussion galore. A phrase that was heard most often was, “But it’s the law!” Finally a brave soul surfaced to make a motion.

A motion was made by Janet Cabral & seconded by David Meyer to adopt the “Employee Handbook” as proposed and written. The motion passed with a unanimous voice vote. The handbook is filed with the official copy of these Minutes & in the Archives of the Hist. Society, filed as “Employee Handbook.”

A New Hire – Janet Cabral

Janet explained there was a need for someone to set up tables & chairs for an event and to take the same down and put away. This is necessary to put “things” away properly and to eliminate damage to same and eliminate floor damage. After a brief, very brief, discussion; **A motion was made by David Meyer and seconded by David Lindgren to hire Sam Contreras at \$14.00 per hour to set up and take down tables and chairs related to events in the Park Hall. The motion carried by a unanimous voice vote.**

Event Coordinator Position – Gary Nelson

Referring back to the July 10, 2017 Board Meeting Minutes, page 2, “Caretaker Position(s) Discussion – Gary Nelson,” Item #2: In the motion a reference is made to Tina Cortese being the “Event Coordinator.” Well, Tina Cortese and Janet Cabral, the former “Event Coordinator,” had a little talk and the upshot of their talk is that Janet would return to being the “Event Coordinator.” After a brief discussion it’s the consensus of the Board of Directors that Janet is now the “Event Coordinator” and that Tina is the “Lead Caretaker.”

Tina Cortese Pay & Retroactive Pay – Janet Cabral

After a brief discussion **A motion was made by Janet Cabral and seconded by Greg Soghoian that Tina Cortese be paid \$16.00 per hour retroactive to July 15, 2017. The motioned was passed by a unanimous voice vote.**

Riverbend Church – Superintendent Edward Morgan

- Several more pews are due to arrive “momentarily.”
- Three Park gates need alignment completion. A summary of the gates discussion was:
 1. The Park’s **Entrance Gate**: install the ground rail to keep the gate panels aligned.
 2. The Park’s **Exit Gate**: do whatever it takes to align the gate panels so there are not large open spaces at the bottom of each gate panel. (The entrance gate should be the model for the exit gate)
 3. The **Barn Alley Gate**: install the ground rail to keep the gate panel in line with the concrete base.
- **A motion was made by Janet Cabral and seconded by David Lindgren to proceed with putting the gates in proper working order. The motion passed by a unanimous voice vote.** Gary indicated he knew where the funding could come from in order to carry out the Board’s directive.

NEW BUSINESS

Nominating Committee – Gary Nelson

The Board is to elect its officers at the September 11, 2017 Board Meeting. The Nominating Committee is asked to come to the September meeting with the names of nominees for the positions of President, Vice President, Secretary and Treasurer. Committee members as appointed by Gary Nelson are **Henry Garcia, Chairman, Greg Soghoian and Gloria Mendes.**

Barn and Storage Report – Greg Soghoian

Greg reports that he’s organizing to empty the Storage Container, engage Johnnie Jackson to install the air vents and install some shelving and restock the Storage Container. Also an electrician needs to be engaged to install lighting and electrical outlets in the container.

Tree trimming Around the Park – Gary Nelson

After a discussion **A motion was made by Gloria Mendes and seconded by David Meyer for David Lindgren to contact a professional tree trimmer – “Get the job done was the Board’s cry.” The motion was carried on a unanimous voice vote.**

Surplus Items – Gary Nelson

Gary appointed a “Surplus Items Committee,” they are **Greg Soghoian, David Lindgren and Gary Nelson.** The committee is to determine what is surplus and not needed as artifacts in the Historical Park. Many surplus items perhaps can be traded for an artifact we would like to display. After a lively discussion **A motion was made by Janet Cabral and seconded by David Meyer to grant the “Surplus Items Committee” the authority to declare what is a surplus item in the Tank House, Cargo Container and along the Fence Line and then to dispose of the item(s) either by trading or by selling the item(s). The motion was passed on a unanimous voice vote.**

Long Term Planning / Marketing / Foundation – Gary Nelson

Gary Nelson appointed **David Meyer, Chairman, Tanya Barros, Janet Cabral and Gary Nelson** to work on and/or carry out plans for the Board of Directors to consider Long Term plans with marketing the Historical Park and also research the matter of establishing a Historical Society Foundation.

Window Shades – Gary Nelson

The Medical Building and the Olson/Ball House are in need of good quality window shades to replace the shades that are deteriorating. After a discussion related to different types of shades to install **A motion was made by Greg Soghoian and seconded by Janet Cabral that “Roller Shades” like the style that is in use in the Medical Building and the Olson/Ball House be purchased and installed. The motion carried by a unanimous voice vote.**

Agenda Additions – Gary Nelson

- 1. Tables not being repaired - Janet Done
- 2. Bees in the Tank House – Ron Bergman Not Done
- 3. Concern about the Glider Swing – Ron Snedegar Greg Soghoian working on the matter
- 4. Shrub trimming in front of the School – Gary Nelson Not Done
- 5. Spray weeds along Alley Fence – Gary Nelson Done
- 6. Yard Sprinkler System – Gary Nelson – Fixed Done
- 7. Curb around the Bandstand – Gary Nelson - to be done Sept. 18 thru Sept. 30th.
- 8. Water Soaking Trees – Gary Nelson In progress
- 9. Danish Art Museum – Gary Nelson On hold
- 10. Medical Building Progress – Loretta Snedegar & Greg Jonsson In progress
- 11. Two (2) Marshall Wagons for sale - Gary Nelson Sold for \$800.
- 12. Rental Fee Schedule – Proposal – Janet Cabral – handed out – review for next meeting
- 13. Current Employees: Tina Cortese, Sam Contreras, Cam Inouye
- 14. Tractor Painting – David Lindgren – NAPA Auto Parts has donated some paint and given an at cost price for additional paint. **A motion was made by Janet Cabral and seconded by Gloria Mendes to purchase from NAPA Auto Parts the paint needed for the tractors scheduled to be painted. The motion was passed by a unanimous voice vote.**
- 15. Ron Bergman announced: Cal State Spray Man, Frank Maglio will be spraying the insides and outsides of all building and bandstand from 6:00 a.m. through 7:00 a.m. on August 23rd, 24th & 25th – Ron Bergman will be opening and closing the buildings. (The spraying is done four (4) times a year)

Next Meeting is on September 11, 2017 @ 7:00 p.m. in the Park Meeting Hall.

Adjournment was declared at 10:18 p.m.

.....and that’s the way I believe it was.....

Ronald D. Bergman
Secretary