

HISTORICAL SOCIETY OF DAYTON VALLEY

January 10, 2024

12:30 pm – At DVCC

Board meetings are directed towards "Board Business". Members may audit these meetings but asked to refrain from making comments or asking questions unless called upon; however, by advanced request, a member may ask to be placed on Board Agendas for a special reason.

CALL MEETING TO ORDER – Secretary, Becca Krach, called BoD meeting to order at 12:48 pm.

BOARD MEMBERS PRESENT:

Position	Name	Present (√)
President	Gloria Manning	
Vice President	Stony Tennant	
Secretary	Becca Krach	√
Treasurer	John Crowley	√
Director 1	Linda Clements	√
Director 2	Vicki Kinney	√
HSDV Historian (Honorary)	Laura Tennant	√
Guest	Janet Steeper	√

APPROVAL OF MINUTES – Minutes were approved for the November 8, 2023 Executive Board of Directors Meeting (Motion: Becca, Second: Linda)

TREASURER'S REPORT –

- John presented the Balance Sheet for November and December 2023 (See Attachments 1 and 2).
- Motion: Accept both treasurer's reports. Passed (Motion: Vicki; Second: Linda)
- John made comments for the future year that we will have roughly \$80K in total between checking and CDs.
- We received a \$3,000 donation in honor of Stony to be used for St. Ann's restoration. John to provide Becca info to send a thank you note.
- We received a \$500 donation in honor of Stony and Laura from their children. John to provide Becca info to send a thank you note.

CORRESPONDENCE – Communications received:

- Received various monthly mailings from museums associations

PRESIDENT COMMENTS:

- None

BOARD MEMBER COMMENTS:

- Vicki suggests we attempt to get the meeting completed by 2 PM. Linda prefers there not be a time limit but that we spend the time needed to interact. It was suggested that any topics that do not need to be board discussions be deferred to occur the meeting is adjourned. Becca recommends everyone plan to arrive by 12:15 so we can start on time.

OLD BUSINESS

1. Report: St. Ann's progress: Displays
 - a) Mound House may or may not be able to use some of the display cabinets. Regardless we need to decide which ones we want to keep and what we want to do with the rest so that there is space available inside to begin setting up.
2. Report: Depot Committee
 - a) Rebuild progress – John, Stony
 - i) Paul Laudenschlager expects to have the plans done next week. Then they need to be reviewed by Stony, Linda, and John.
 - ii) It will be at least the end of the month before the plans are ready to be submitted to the County.
 - b) Speeder Car -- Linda
 - i) No additional actions by the HSDV are needed until we need to coordinate for an event.
 - c) Station Masters House – Linda
 - i) The donation assessment letter is completed. We need to move forward to transfer the title of the house to HSDV. We also need to determine specifically where we will put it on the depot lot.
 - d) Railroad Committee – Linda
 - i) People are not showing up to the meetings. If anyone has thoughts on how to improve this, please share them with Linda. It was suggested to open the meetings to attendance by phone.
3. Update: Docent Day -- Laura
 - a) It was suggested at previous board meetings to have the day in March and include all volunteers, not just docents. It was also suggested to make it a party.
 - b) It was recommended to be renamed to “Volunteer Day” since it will include more than just docents.

- c) Lynne had suggested in email to hold it during National Volunteer Week (April 21-27). The board liked this idea. We should plan for either an evening or weekend event.
 - d) It was suggested we have it at the Community Center, and possibly do a BBQ outside. It was also suggested we plan a tour of the museum and St. Ann's after the lunch. This would be the ideal time to present volunteer pins to people. Laura and Vicki to head the planning up.
4. By-laws Committee – Linda
- a) Plan to start meetings after Linda's surgery and recovery.
5. Bingo Fundraising amount for 2023 -- Gloria
- a) Total profits from bingo for the year were \$15,156.96.
 - b) It was noted that we need more volunteers to call, sell cards, and set up/tear down tables. Perhaps we should include a write-up in the newsletter, showing the history, earnings, and need for volunteers.
 - c) It was decided to send out an email specifically requesting Bingo Volunteers. Later on, we should do another email requesting additional museum docents.
 - d) It was noted that we need to schedule an audit of the treasurer for last year.
 - e) It was suggested that based on the amount earned from bingo, maybe we need to schedule an audit by the board with an outside expert, to conduct a top-to-bottom review of all bingo operations and financials.
 - f) Motion: We ask an outside person to lead an operational and overall audit of the bingo operation, for both compliance and recommendations for enhancements. (Motion: Linda; Second: Becca) Motion passed.
 - g) Becca is to ask Tom Micallef and Linda De Rosa from Carson City if they would be willing to perform the audit since they have years of experience with other bingo operations.

NEW BUSINESS

1. New Board Member Vote (Janet Steeper)
- a) Motion to approve Janet Steeper to fill the vacant board position. Motion: Linda; Second: Vicki. Motion passed.
2. Next General Membership Meeting / Lecture
- a) Movie night, Thursday Feb 15th 7-9 pm, showing a 1970's film written by Larry Hagman for Barbara Eden, which was filmed here in Dayton. "A Howling in the Woods". Linda to provide movie. Doors open at 6:30.
 - b) Gloria to make brief announcements on behalf of HSDV.
 - c) Janet volunteered to bring deserts.
 - d) It was agreed that since Sean Crom and Gretchen Arndt's cousin Martha Fricano could not attend the Holiday Party, that they be invited to the February General Membership

meeting. We would present their awards at that meeting. Becca will contact them to invite them.

- e) Motion: Laura will have Gretchen Arndt's name added to the Joe Ricci plaque in the museum as well as having a plaque made for the family. (Motion: Linda,; Second: Janet) Motion passed.
- f) It was noted that we need to start a book listing people who have donated money or had money donated in their name.. Motion: Vicki is authorized to purchase a book for listing such donations. Motion: Linda; Second: Becca Motion passed.

3. Volunteer Pins and Plans for Volunteer party – Becca

- a) Becca received the initial pins but more charms are coming next week. We actually received 200 basic pins instead of the 100 we ordered.
- b) The “Volunteer Party” was addressed as “Docent Day”, Old Business item 3
- c) All leaders should put together a list of volunteer members, with a best-guess at the number of years of service, and send to Becca. She will resolve any duplicates and assemble a master list. Qualifications:
 - i) Members Only (Non-Members get certificates)
 - ii) Minimum of 8 volunteer hrs/year across all events

4. Website Domain Consolidation and Rehosting – Linda

- a) It was noted that we need a new host for HSDV.org. Becca will investigate as time permits. Note: Host account will cost somewhere between \$4 - \$20/month.
- b) We discussed the possibility of moving the current website (daytonnvhistory.org and daytonnvhistory.com) to hsdv.org, so everything is under one domain. However, it was decided to keep all 3 domains as they exist now, with the website at daytonnvhistory.org, email at hsdv.org, and daytonnvhistory.com as a redirect to our website so that the domain name is kept by us.
- c) It was noted that Bruce from Charter Advertising, who used to maintain our website under a grant, is asking when we plan to take everything over.
- d) Discussion: Whether to have website email links go to accounts at hsdv.org or to personal emails. The recommendation is to leave the links as hsdv.org addresses (with appropriate forwarding to personal accounts) to avoid personal emails being harvested from the website, which can lead to large volumes of spam.
- e) It was suggested in the future that we create an online store to sell mugs, books, a calendar of historic photos, etc. That has brought in significant moneys for other organizations.

5. Creation of Reminder List – Becca

- a) Becca recommends having a “Reminder List” as a standing attachment to the minutes, and a standing agenda item under Old Business to review it each month. This is to prevent losing track of actions we have discussed but are not ready to work on immediately.

6. Haunted Hay Ride – Linda

- a) This is an event we have done in the past for the community, at no cost to the people. It was suggested that we hold this event this year.
- b) It was determined that we need to start planning and soliciting for volunteers in March. Linda is to oversee this event but will need a lot of help.

OTHER

1. **Next Newsletter – deadline 1/20; to be sent out by 1/31**
 - a. It was noted that Gloria has a lot on her plate. If she is willing, it was recognized that the newsletter is something someone else could take over to reduce her burden.
2. **Next Board Meeting: Wednesday, February 14, 2024**

ADJOURN: Meeting formally adjourned at 2:54 pm.

Respectfully submitted: Becca Krach, Secretary

Approved by the Board: Feb 14, 2024

BOARD OF DIRECTORS

Pres. Gloria Manning 775-775-508-9043 – Vice Pres. Stony Tennant 775-246-3256
Secretary, Becca Krach 443-799-4827 – Treasurer, John Crowley 775-720-4104
Directors: Linda Clements 775-246-0505; Vicki Kinney 775-750-7915; Janet Steeper 706-284-7021
Dayton Historian & Curator – Laura Tennant 775-246-3256

Attachment 1
Treasurer's Balance Sheet for November 2023

November, 2023	Starting Balance:	\$ 28,128.08
Income		
Membership Dues	\$ 36.00	
Museum Donations	\$ 407.00	
Book sales		
Depot Restoration		
Bingo	\$ 1,750.00	
Transfer from PayPal (Account Balance)	\$ 92.70	
Transfer from PayPal (Misc)	\$ 3.59	
		\$ 2,289.29
TOTAL INCOME November, 2023	\$ 2,289.29	
November Expenses		
AMS Insurance		
Hospitality for Nov meeting	\$ 46.76	
AT&T	\$ 85.70	
On the Side Graphics (Banners, Placques, Sinage)		
To Paypal (T-mobile)	\$ 100.00	
To Paypal (Ice maker)		
To Paypal (Bingo blower)	\$ 60.75	
To Paypal (printable nametags)	\$ 10.30	
To Paypal (Supplies from Walmart)	\$ 80.08	
		\$ 383.59
Project expenses		
Alpen Engineering		
Sutro Self Storage	\$ 84.00	
St. Ann's Project (Paint)	\$ 582.07	
Square Rail Project		
Lyon County Recorder (Scan Historic Records)		
TOTAL EXPENSE November 2023	\$ 1,049.66	
	Ending Balance:	\$ 29,367.71
US Bank CD \$5,000 (Matures 12/31/23)		
US Bank CD \$5,000 (Matures 4/20/24)		
US Bank CD \$5,000 (Matures 4/20/24)		

Attachment 2
Treasurer's Balance Sheet for December 2023

December, 2023	Starting Balance:	\$ 29,367.71
Income		
Membership Dues	\$ 18.00	
Museum Donations	\$ 22.00	
Book sales	\$ 10.00	
Depot Restoration		
Bingo	\$ 1,802.00	
Holiday Party	\$ 665.00	
Transfer from PayPal (Account Balance)	\$ 88.69	
Transfer from PayPal (Misc)		
		\$ 2,605.69
TOTAL INCOME December, 2023	\$ 2,605.69	
December Expenses		
AMS Insurance	\$ 557.45	
Holiday Party	\$ 1,200.00	
AT&T	\$ 95.69	
Cactus Bingo Supply	\$ 422.70	
To Paypal (T-mobile)	\$ 50.00	
Secretarial Supplies (Stamps)	\$ 79.20	
Comstock Foundation Dues	\$ 50.00	
Paypal transfer	\$ 60.62	
		\$ 2,515.66
Project expenses		
Alpen Engineering		
Sutro Self Storage		
St. Ann's Project (Paint)		
Square Rail Project		
Lyon County Recorder (Scan Historic Records)		
TOTAL EXPENSE December 2023	\$ 2,515.66	
	Ending Balance:	\$ 29,457.74
US Bank CD \$5,124.94 (Matures 7/31/224)		
US Bank CD \$5,000 (Matures 4/20/24)		
US Bank CD \$5,000 (Matures 4/20/24)		

**Attachment 3
Reminder List**

No.	Month	Who	Item
1	Nov-23	All	We need to have a training session in the spring for museum docents on how to accept PayPal.
2	Nov-23	All	Possible future speakers for General Membership Meetings: a) Fort Churchill Calvary Re-enactment Group b) Brenda Findley on key founders of VC c) Curator of History for Nevada Railroad Museum d) Lady to talk about the Hippie era.
3	Nov-23	John	John needs to work on our sales tax exemption as it is due to expire in June.
4	Jan-24	John	John needs to submit form IRS-990 which is due on May 15th.
5	Jan-24	All	HSDV needs to move forward on the transfer of ownership of the Station Masters House.
6	Jan-24	Laura/Vicki	Laura and Vicki to plan a "Volunteer Day" for the week of April 21-27, including a tour of the museum and St. Ann's after the lunch.
7	Jan-24	Laura/Gloria	Need to send out an email calling for volunteers for museum docents.
8	Jan-24	John	Need to schedule an audit of the treasurer's records for 2023.
9	Jan-24	All	Create an online store on the website to sell mugs, books, calendars of historic photos, etc.
10	Jan-24	All	Need to start planning and soliciting volunteers for a Haunted Hay Ride starting in March.
11	Jan-24	Becca	Becca to post the expense form and BoD minutes on the website
12	Jan-24	All	All leaders should put together a list of volunteer members, with a best-guess at the number of years of service, and send to Becca, who will assemble a master list.
13	Jan-24	All	HSDV needs to decide which display cabinets to keep for St. Ann's and what to do with the rest.
14	Jan-24	Linda	Need to start holding By-laws Committee meetings once Linda is able.
15	Jan-24	Gloria	Need to send out an email calling for volunteers for bingo volunteers. (After soliciting for museum docents.)

16	Jan-24	Becca	Becca to coordinate an operational and overall audit of the bingo operation, with Tom Micallef and Linda De Rosa as auditors, once Gloria and Vicki are available to meet with them.
17	Jan-24	Janet	Janet to bring deserts for the Feb 15th General Membership Meeting.
18	Jan-24	Vicki	Vicki is to purchase a book for listing donations.
19	Jan-24	Becca	Becca to investigate a new web host for HSDV.org as time permits