

Wyoming Historical Society Executive Committee Meeting
Saturday, January 13, 2024
Zoom

Executive committee in attendance:

Cindy Brown, Cheryl O'Brien, Bud Alley, Rick Ewig, Andrea Lewis, Heidi McCullough, Jessica Flock, Lucas Keeler, Nancy Tabb, Sandy Holyoak

Others in attendance:

Art Kidwill, Lynn Houze, Mike Jording, Rick Robbins, Tom Rea, Becky, Janelle, Lucas Fralick, Rebecca Keays, Linda Fabian, Aley Philp,

Call to Order: President Cindy Brown called the meeting to order at 10:00 a.m.

Minutes Approval: After a slight delay the minutes were displayed by screen share from October 21, 2023, meeting and were read by Nancy Tabb. Linda Fabian asked if changes to *Annals* format had been voted on by the Publications committee. She explained that we must be careful with the statutes because it is a scholarly journal used as research. It is up to the Publications committee, and they will need to work with Carl Hallberg to make a recommendation for any changes to be made. The minutes were approved by Heidi McCullough and seconded by Sandy Holyoak. Motion carried.

Treasurer's Report: Heidi McCullough and Aley Philp shared the screen so all could view the report. Checking account and standard funding for WyoHistory.org were discussed briefly. Aley explained the event account which started with \$2,000 and will help Hot Springs County host the Trek. They do not have the funding or manpower to put on the Trek, so Aley is helping substantially. The cost of printing annals and shipping expense to send out packets were discussed. The Membership Database will be coming out in March. Aley was able to obtain an insurance policy cheaper. We are looking for a volunteer to audit. Sandra Holyoak made a motion to approve the treasurer's report. Jessica Flock seconded. Only executive board members can vote on this. Mike Jording remarked that he is uncomfortable accepting the treasurer's report when no one had been able to view it before this meeting.

Foundation Report: Jeremy not present. The foundation met in December and will later in January. It was brought up that the Foundation members need to sign a disclaimer and conflict of interest form.

Executive Director Report: (see attached report from Aley)

Committee Reports:

Awards: Jessica Flock, Chair explained that copies of awards booklets went out to chapters. Additional copies were requested for committee members and Linda Fabian.

Projects: Cheryl O'Brien, Chair having technical difficulties. It was stated that the hope is for the Awards, Projects, and Historic Preservation be combined in the future to all work together with subcommittees.

Constitution, Bylaws and Resolutions: Jessica Flock, Chair will work with Aley and Cindy to see if someone can step up to be the new chair. Suggestions as per bylaws to be made to the Executive Committee by April Meeting to send out to Membership in May.

Financial: Heidi McCullough, Chair. It was explained that Aley opened a new "Events" operating checking account starting with \$2,000 at Hilltop at the urging of Mike Jording and Cindy Brown for the Trek, and Annual Meeting, if needed. As with the new system, online registrations will be coming through and hopefully sponsorships. Mike stated the importance and need to keep those funds separate. Recommendation was made for the investments to be moved to a shorter term because of higher interest rates but this was tabled until April's meeting to give the financial committee time to investigate options. Other items discussed were the possibility of purchasing a permanent location for WHS, acquiring a new Webmaster/IT and a succession plan, the future of and a budget for WyoHistory.org.

Historic Preservation: Andrea Lewis, Chair nothing to report.

Legislative: Robin Everett, Chair not present and nothing to report. Cindy Brown mentioned that the State Archives is keeping its eye on one bill.

Management and Oversight: Mike Jording, Chair stated they had a meeting in November for the 90-day evaluation of Aley Philp, Executive Director. All went well and the next evaluation will be at 180 days in February. There was a meeting in December to discuss the necessity for an Executive Assistant. This was moved and seconded and approved that Aley with the help of M&O move forward with the search and that fundings will come from what we have on hand in checking and savings, for now. They continue to work with Chapters, Committees, and Aley on Grants. The latest will fund a project in Park County. M&O needs to continue to work with WyoHistory.org, the Website, and the Finance committee to address the succession plan and future of WyoHistory.org and a new webmaster/IT person.

Nominating Committee: Linda Fabian, Chair requested that Aley send all upcoming open positions to her.

Oral History: Janelle Molony, Chair reported no one is recording currently. They are moving along with the WoW project but would request some help to market it through the main office. Janelle is feeling exhausted and needs a handoff. They are coming to the end of a major workload, but it is more than double what was agreed to. There will be a January 2026 report including statistics. This information will be used to close out the Wyoming Cultural Trust Fund grant awarded to the project. It is time to find an official home for WoW. The videos need to migrate from her personal webpage to wyshs.org, The new webmaster will need to help with this. Aley will help with marketing.

Publications Committee: Jeremy Johnston, Chair not present (reported by Aley) *Annals of Wyoming* next issue out in April with possibly a new “look.” Cindy Brown will reach out to Publications about a possible change in format to make it more accessible and attractive to the general public. The 2025 calendar is moving along – hoping to get more submissions of photographs. Hoping to go to press in March for April publication. Kylie McCormick at WyoHistory.org would be glad to help with the calendar. Preorders are currently being taken with the price increasing by 50 cents after April 1, 2024. Wyoming History Newsletter is getting positive feedback about the new look, layout and content. There have been requests for it to be in color but that is out of the budget at this time. A new book is in the works by Jeb Schenck. It is a coffee table photography book that will be interactive. Will try this arrangement with Kathy Bogan for six months to determine whether this is a good fit for both sides. Steve would remain on as an “emergency” designer for the big stuff. This position does monthly and yearly updates to the website. Tom would like to have an answer for Kathy by next month. Aley expressed concern for longevity with an older platform. We need IT help as well. Some emails not going out or receiving with the Gmail account linked to the website. We do not want to end up in the same place in a few years. When daily updates are needed Jessica Flock has volunteered to help for now. Hopefully the future office assistant will be able to accomplish daily updates. Send information for daily updates needed to wyshs.org. It was decided to go to Finance and to M&O to decide about the webmaster situation.

WyoHistory.org: Tom Rea, Chair will meet with the Management & Oversight Committee and Finance Committee to discuss a succession plan for his retirement in the Fall of 2024. He plans to step away by the Fall meeting. He will stay on as a fundraising contact with Kylie and Rebecca running the site. Kylie can be the editor with Tom as the “old guy in the background.” They have accepted work with the State for exhibits in the Wyoming State Capitol. Hired a contractor to design and subcontract with WHS. There are two more phases. Tom and Kylie will coordinate on the contract. This will bring in revenue to WyoHistory.org and delay Tom’s exit. They would like to be able to hire more staff in the future. Aley pays expenses of WyoHistory.org.

Wyoming History Day: Bryce Mittelstadt (not present) Aley announced that she has the new flyers to print and hand out as needed.

Chapter Reports:

Laramie County (Cindy Brown) will hold a Chapter Get Together in February.

Albany County has 15 teachers participating in Wyoming History Day. The chapter presented these teachers with 2024 Calendars.

Johnson County will have a presentation on the History of JC Search and Rescue in February and in March will collaborate with the Hoofprints of the Past Museum in Kaycee to have an archeologist speak about the findings at the Portuguese Houses.

Park County received a grant.

Weston County has a Zoom presentation on Monday.

Old Business:

Merchandising and Membership: Cheryl O'Brien & Heidi McCullough

We need to promote this area more. There are new ideas coming for March and Women's History Month. We will have a big push in May. <https://my-store-d985f4.creator-spring.com/>

Budgeting revenue and additional funding will continue to go through M & O then to finance.

Meeting adjourned.

Respectively submitted by:

Nancy Tabb

January 26, 2024