

**Morrison County Historical Society
Annual Meeting Agenda**

September 8, 2021 at 6 p.m. at Bingo Park Shelter, Randall, MN

Annual Meeting Agenda

6:30 p.m. - Welcome and Introductions – MCHS President Camille Warzecha

Honor MCHS Volunteers & Staff – MCHS Board

Call the Business Meeting to Order – MCHS President

Secretary's Report – MCHS Secretary

Treasurer's Report – MCHS Treasurer

Board Elections – Nominating Committee

Other Business

Adjourn the Meeting – MCHS President

**Minutes of the 2020 Annual Meeting of the Morrison County Historical Society (MCHS)
September 29, 2020, online via Zoom**

The meeting was called to order at 7:03 p.m. by MCHS President Camille Warzecha.

Camille thanked all staff for their work, particularly during the COVID-19 pandemic. Mary Warner, MCHS executive director, thanked volunteers, with special thanks to our long-term volunteers, Alice Smuda, Alvina Smuda, Ardys Erickson, Pete Larsen, Judi Welle, and Karleen Schmidt.

Camille made a statement about board member term limits as this is a fairly recent development within the organization. Board member Pat Quinn has been serving since 2006 and is the first board member affected by the term limits, having to leave the board this year after serving 2 consecutive 3-year terms. Camille provided a list of programming activities Pat has led for MCHS, including the Plant Sale and the exhibits at the Morrison County Fair. She thanked Pat for her dedicated service to the board and noted that Pat will continue working on the Programming Committee.

Camille called the business meeting to order.

Ron Jones, MCHS secretary, read the 2019 annual meeting minutes. A motion was made by Gary Poser to approve the minutes, seconded by Dave Buker. Motion carried.

Mary Warner presented the Treasurer's Report. A motion was made by Dave Buker to accept the Treasurer's Report, seconded by Ron Jones. Motion carried.

Pat Quinn read the Nominating Committee Report. A slate of candidates for 3 board members was presented in the report and was sent to members via the mail due to the pandemic. Members could vote by mail or email for candidates and could write-in candidates. The candidates for the board are Cathy Adamek, Gary Poser, and Mike Worcester.

Of the votes received via mail and email, Cathy Adamek received 29 votes, Gary Poser received 28, and Mike Worcester received 27. There was one write-in vote for Charles Kapsner.

Camille called for nominations from the floor three times. There was a motion by Gwen Gruber to approve the slate of candidates, seconded by Dave Buker. Motion carried.

A motion was made to adjourn the annual meeting at 7:32 p.m. by Dave Buker, seconded by Gary Poser. Motion carried.

Respectfully submitted by Mary Warner

**Updated Statement of Program Service Accomplishments
Morrison County Historical Society
January 1, 2020 - December 31, 2020**

The Morrison County Historical Society (MCHS) is a nonprofit organization dedicated to collecting, preserving and sharing Morrison County history. It owns and operates The Charles A. Weyerhaeuser Memorial Museum in Little Falls, MN.

The year 2020 was marked by the COVID-19 pandemic that affected how MCHS met its mission. In order to curb the spread of the disease, people needed to wear masks and stay physically distant from one another. Governor Tim Walz also ordered various businesses and organizations to close to the public a couple of times during the year. Organizations had to adopt pandemic protocols after the first round of closings (March – June, 2020) in order to limit the number of people in their buildings.

MCHS closed the Weyerhaeuser Museum to the public on March 15 and remained closed until June 30. During this closure period, museum staff had to figure out how to work from home while sending one person at a time to regularly check on the museum. We had to learn how to use remote meeting tools (mostly Zoom) and create online events, cancelling or adjusting already-planned programs. We increased the content on our website, including tracking major developments related to the pandemic. We also began collecting local news items and artifacts related to the pandemic for MCHS's collections.

During this time, police officers in Minneapolis killed George Floyd, an unarmed Black man, setting off Black Lives Matter protests around the world. National Guard troops from Camp Ripley in Morrison County were called to the Twin Cities metro to keep the peace.

Through the summer and fall, the Weyerhaeuser Museum was open by appointment only as part of our pandemic procedures to limit the number of people in the building. The Governor closed museums and similar public places again after Thanksgiving and through the winter holidays based on a spike in cases, allowing for reopening in mid-January 2021. The Weyerhaeuser Museum stayed closed until the first week in February 2021, reopening that week by appointment only.

With this context, following are MCHS's program service accomplishments for 2020.

On January 4, 2020, before the pandemic, MCHS, with its partners, the Charles A. Lindbergh House & Museum and Charles A. Lindbergh State Park, hosted the annual Candlelight Hike, which brought around 1,000 visitors to the three sites. For 2021, the partners revamped the annual Candlelight Hike, turning it from a one-evening event into the Candle-less Hike and Scavenger Hunt, a ten-day, daytime event, in order to encourage people to be outdoors and keeping a distance during the pandemic. There were approximately 150 attendees who turned in Scavenger Hunt forms.

Prior to the pandemic shut-down, MCHS held the second of its annual event series, "Exploring History & Culture in Central Minnesota." The series brings together four central Minnesota historical societies, Morrison, Benton, Sherburne, and Stearns, to collaborate on programming related to specific cultures within the region and state. The 2020 series featured programming by The Museum of Russian Art to the four history organizations in February.

Completed the Arts & Cultural Heritage Fund (Legacy) grant project to install mobile shelving in the Weyerhaeuser Museum's Archives.

Raised funds toward the replacement of the Weyerhaeuser Museum's 45-year-old HVAC (heating, ventilation, air conditioning) system, part of our Capacity Improvement Projects to maintain and improve the Weyerhaeuser Museum building and the museum's grounds. We also replaced two exterior doors leading to the courtyard, having them specially made and installed by Kampmann Sash & Door in Brainerd, MN.

2020

Morrison County Historical Society

Created the exhibit “BEAD,” featuring a variety of beaded items from MCHS collections, including three Ojibwe bandolier bags. The physical exhibit was finished just as the museum closed in March, so staff immediately set about turning it into an online exhibit and made it available on MCHS’s website (morrisoncountyhistory.org).

MCHS continued its partnership with Rethos: Places Reimagined (formerly Preservation Alliance of Minnesota) to serve as their Central Minnesota Education Coordinator, arranging various classes to teach historic preservation skills within the counties of Morrison, Sherburne, Stearns, and Benton. Classes and events included Repairing & Restoring Old Windows, Egress Education: A Door & Window Repair Workshop, Slaveholders & Real Estate in Minnesota, Why Old Is Green: Sustainability in Older Homes, Lead, Asbestos & Radon, Oh My!, Riverside Park Demonstration & Tour, and Think Before You Knock.

Published 4 newsletters, featuring articles such as “Ethel Gourd Hall’s Bandolier Bag,” “Clara Fuller & Women’s Suffrage,” “St. Mary’s Russian Orthodox Church,” “Signs of COVID-19,” “Coughs & Sneezes Spread Diseases: The Spanish Flu in Morrison County,” “C-19 Symbols: Making the Victims of COVID-19 Visible,” “Beaded Bags,” “Jim Crow in Morrison County: Rose Winch’s Experience,” “Upsala, Minnesota – Swedback’s Settlement,” and “Keep Me & Never Go Broke,” “Building Mattresses, Building Connections,” “The Search for Rachael Carew – Part 1,” “The Winter Wonderland of Little Falls, the Little Switzerland of America,” “No Tears for Mrs. Claus,” and “Partnership Event in Riverside Park.”

Developed our Writing Intern program and hosted our first writing intern from St. John’s University.

Hosted online events, including Exploring Ojibwe Genealogy, The Archaeology of Bear Ceremonialism, and A Fireplace Zoom Chat with St. Nicholas. Also held a plant sale, voter registration event, and November New Member Month.

MCHS developed and implemented pandemic procedures in order to safely operate the Weyerhaeuser Museum during the COVID-19 pandemic.

MCHS staff assisted off-site researchers in answering their research questions.

Maintained an active online presence via our blog/website, Facebook, Twitter, and YouTube.

Grew the MCHS collections through donations from members and friends.

Mary Warner, MCHS executive director, continued serving on the board of the Minnesota Council of Nonprofits and the State Review Board for the National Register of Historic Places. She completed her time on the Minnesota Pollution Control Agency’s (MPCA) Sustainable Building Group.

Ann Marie Johnson, MCHS preservationist, completed her time on a subcommittee of the MPCA’s Sustainable Building Group.

Camille Warzecha, MCHS board president, is serving on the Little Falls Heritage Preservation Commission.

Number of members in 2020: 353
Number of collections donors: 26
Number of researchers: 85
Number of visitors: 1,077
Number of website visitors: 72,130

Morrison County Historical Society
Profit & Loss Budget vs. Actual
 January through December 2020

	Jan - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400 · Morrison County Allotment	53,519.39	54,000.00	-480.61	99.1%
401 · Donations	45,491.27	30,250.00	15,241.27	150.4%
402 · Grants	14,364.41	10,000.00	4,364.41	143.6%
403 · Endowment Earnings	51,846.64	50,000.00	1,846.64	103.7%
404 · Membership Dues	7,030.81	8,000.00	-969.19	87.9%
405 · Merchandise Sales	194.46	800.00	-605.54	24.3%
406 · Research Service	570.44	1,500.00	-929.56	38.0%
407 · Savings Interest	47.87	100.00	-52.13	47.9%
408 · Projects & Events	1,938.88	3,000.00	-1,061.12	64.6%
409 · Miscellaneous Income	23,694.26	349.00	23,345.26	6,789.2%
412 · Sponsorship	0.00	3,000.00	-3,000.00	0.0%
413 · Contract Service	5,500.00			
Total Income	204,198.43	160,999.00	43,199.43	126.8%
Cost of Goods Sold				
501 · Merchandise Purchases	59.85	200.00	-140.15	29.9%
Total COGS	59.85	200.00	-140.15	29.9%
Gross Profit	204,138.58	160,799.00	43,339.58	127.0%
Expense				
550 · Payroll Expenses	112,303.53	107,748.00	4,555.53	104.2%
551 · Payroll Taxes	8,591.22	8,244.00	347.22	104.2%
552 · Benefits	2,652.00	2,448.00	204.00	108.3%
601 · Bldg Maintenance & Repair	1,712.61	1,200.00	512.61	142.7%
602 · Building Security	2,172.87	1,000.00	1,172.87	217.3%
603 · Copy Machine Expenses	1,182.73	2,000.00	-817.27	59.1%
604 · Equipment & Furn Repair	0.00	500.00	-500.00	0.0%
605 · Grounds Maintenance	2,443.02	3,000.00	-556.98	81.4%
606 · Heating/AC Equipment M & R	5,676.20	3,000.00	2,676.20	189.2%
607 · Insurance Premium Expense	6,819.60	7,700.00	-880.40	88.6%

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08/17/21

Accrual Basis

Morrison County Historical Society
Profit & Loss Budget vs. Actual
January through December 2020

	<u>Jan - Dec 20</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
608 · Mailing & Shipping Expens	1,425.73	1,500.00	-74.27	95.0%
610 · Miscellaneous Expense	266.08	50.00	216.08	532.2%
611 · Museum Associations Fees	528.00	700.00	-172.00	75.4%
613 · Museum Supplies Expense	251.56	200.00	51.56	125.8%
614 · Office Supplies Expense	404.21	700.00	-295.79	57.7%
615 · Advertising	0.00	200.00	-200.00	0.0%
616 · Professional Fees	1,350.00	1,600.00	-250.00	84.4%
618 · Staff Travel	26.76			
619 · Telephone and Internet	1,525.93			
620 · Utilities Expense	6,948.23	8,000.00	-1,051.77	86.9%
621 · Printing	895.01	600.00	295.01	149.2%
622 · Computer	2,668.69	1,400.00	1,268.69	190.6%
623 · Exhibits	0.00	200.00	-200.00	0.0%
626 · Public Rel. Expense	0.00	50.00	-50.00	0.0%
635 · Credit Card Processing Fee	21.85	80.00	-58.15	27.3%
700 · Projects/Events	17,254.70	1,200.00	16,054.70	1,437.9%
Total Expense	<u>177,120.53</u>	<u>153,320.00</u>	<u>23,800.53</u>	<u>115.5%</u>
Net Ordinary Income	<u>27,018.05</u>	<u>7,479.00</u>	<u>19,539.05</u>	<u>361.3%</u>
Net Income	<u><u>27,018.05</u></u>	<u><u>7,479.00</u></u>	<u><u>19,539.05</u></u>	<u><u>361.3%</u></u>

Morrison County Historical Society
Profit & Loss Budget vs. Actual
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400 · Morrison County Allotment	34,163.26	54,000.00	-19,836.74	63.3%
401 · Donations	8,581.11	32,002.00	-23,420.89	26.8%
402 · Grants	25,000.00	12,000.00	13,000.00	208.3%
403 · Endowment Earnings	51,775.00	50,000.00	1,775.00	103.6%
404 · Membership Dues	3,695.00	8,000.00	-4,305.00	46.2%
405 · Merchandise Sales	90.65	800.00	-709.35	11.3%
406 · Research Service	593.72	1,200.00	-606.28	49.5%
407 · Savings Interest	67.31	100.00	-32.69	67.3%
408 · Projects & Events	2,166.74	3,000.00	-833.26	72.2%
409 · Miscellaneous Income	23,448.42	1,000.00	22,448.42	2,344.8%
412 · Sponsorship	1,500.00	2,000.00	-500.00	75.0%
413 · Contract Service	14,500.00	17,000.00	-2,500.00	85.3%
Total Income	165,581.21	181,102.00	-15,520.79	91.4%
Cost of Goods Sold				
501 · Merchandise Purchases	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	165,581.21	181,102.00	-15,520.79	91.4%
Expense				
550 · Payroll Expenses	68,620.44	118,449.00	-49,828.56	57.9%
551 · Payroll Taxes	5,249.46	9,065.15	-3,815.69	57.9%
552 · Benefits	1,632.00	3,000.00	-1,368.00	54.4%
601 · Bldg Maintenance & Repair	1,937.96	1,800.00	137.96	107.7%
602 · Building Security	934.36	1,000.00	-65.64	93.4%
603 · Copy Machine Expenses	518.24	2,600.00	-2,081.76	19.9%
604 · Equipment & Furn Repair	0.00	200.00	-200.00	0.0%
605 · Grounds Maintenance	1,066.70	3,500.00	-2,433.30	30.5%
606 · Heating/AC Equipment M & R	0.00	3,500.00	-3,500.00	0.0%
607 · Insurance Premium Expense	5,465.10	7,150.00	-1,684.90	76.4%

Morrison County Historical Society
Profit & Loss Budget vs. Actual
 January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget	% of Budget
608 · Mailing & Shipping Expens	1,071.25	1,500.00	-428.75	71.4%
610 · Miscellaneous Expense	247.67	100.00	147.67	247.7%
611 · Museum Associations Fees	443.00	700.00	-257.00	63.3%
612 · Museum Library & Archives	0.00	50.00	-50.00	0.0%
613 · Museum Supplies Expense	36.53	100.00	-63.47	36.5%
614 · Office Supplies Expense	626.18	700.00	-73.82	89.5%
615 · Advertising	250.00	100.00	150.00	250.0%
616 · Professional Fees	0.00	1,600.00	-1,600.00	0.0%
617 · Staff Development	0.00	500.00	-500.00	0.0%
618 · Staff Travel	9.69	500.00	-490.31	1.9%
619 · Telephone and Internet	1,791.17	2,700.00	-908.83	66.3%
620 · Utilities Expense	5,416.70	9,000.00	-3,583.30	60.2%
621 · Printing	0.00	400.00	-400.00	0.0%
622 · Computer	1,347.64	2,400.00	-1,052.36	56.2%
623 · Exhibits	90.00	100.00	-10.00	90.0%
626 · Public Rel. Expense	0.00	50.00	-50.00	0.0%
627 · Septic System	145.00	150.00	-5.00	96.7%
635 · Credit Card Processing Fee	56.87	80.00	-23.13	71.1%
700 · Projects/Events	1,902.00	900.00	1,002.00	211.3%
750 · Transfer Expense	0.00	0.00	0.00	0.0%
Total Expense	98,857.96	171,894.15	-73,036.19	57.5%
Net Ordinary Income	66,723.25	9,207.85	57,515.40	724.6%
Net Income	66,723.25	9,207.85	57,515.40	724.6%

Morrison County Historical Society

Balance Sheet

08/17/21

As of August 17, 2021

Accrual Basis

	<u>Aug 17, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
101 · MMFCU Checking	2,072.17
103 · Savings Accounts	217,273.44
Total Checking/Savings	<u>219,345.61</u>
Other Current Assets	
102 · Petty Cash	584.26
109 · Heritage Fund	12,475.13
110 · Merchandise Inventory	22,158.39
1120 · Inventory Asset	29,786.69
Total Other Current Assets	<u>65,004.47</u>
Total Current Assets	284,350.08
Fixed Assets	
116 · Building Improvements	478,049.71
120 · Land	12,600.00
150 · Accumulated Depreciation	-815,566.00
Total Fixed Assets	<u>-324,916.29</u>
Other Assets	
111 · Building & Grounds	422,571.32
113 · Museum Furnish & Equi	13,809.20
115 · Office Furnish & Equi	27,458.48
Total Other Assets	<u>463,839.00</u>
TOTAL ASSETS	<u>423,272.79</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
201 · Payroll Liabilities	2,799.42
210 · State Sales Tax Pay	-107.29
25500 · Sales Tax Payable	0.20
416 · Region Five HVAC Loan	110,000.00
Total Other Current Liabilities	<u>112,692.33</u>
Total Current Liabilities	<u>112,692.33</u>
Total Liabilities	112,692.33
Equity	
2999 · Opening Bal Equity	698,348.59
3900 · Retained Earnings	-454,491.38
Net Income	66,723.25
Total Equity	<u>310,580.46</u>
TOTAL LIABILITIES & EQUITY	<u>423,272.79</u>

Nominating Committee Report
Morrison County Historical Society
2021 Annual Meeting – September 8, 2021

1. Terms expire for the following Board Members this year:
 - Ron Jones (eligible for 2nd term)
 - Gwen Gruber (eligible for 2nd term)
 - Camille Warzecha (finished 2nd term)

2. Ron Jones and Gwen Gruber have agreed to continue serving if elected. Camille Warzecha is not eligible to serve again without a one-year break under the terms of MCHS bylaws. The Nominating Committee places the following names in nomination for three-year terms on the Board of Directors:
 - Ron Jones- Retired site manager for Charles A. Lindbergh State Park
 - Gwen Gruber- Social studies teacher at Pierz Healy High School
 - Kris Erickson- Attorney for Rosenmeier Law Office

Nominations will be accepted from the floor.

The Nominating Committee this year included Camille Warzecha, Gwen Gruber, and Ron Jones.

The 2021 Annual Meeting of the Morrison County Historical Society will take place on September 8, 2021, at 6 p.m. at the Bingo Park shelter in Randall, MN. Due to the continuing COVID-19 pandemic, masks will be required for those who attend.

Paper ballots are being sent to MCHS members for voting, or they may cast their votes for board members or write in candidates via email to staff@morrisoncountyhistory.org.