MINUTES - SEK Museum Alliance Board Meeting
January 14, 2025
Independence Historical Museum and Art Center, Independence, Ks.

Board members present: Leanne Githens, Jolene Born, Gina McBride, Ray Rothgeb, Gila LaRue, Carol Staton and Suzanne Shaffer.

President Leanne Githens called the meeting to order at 9 a.m. Ray made the motion to accept the agenda and Jolene seconded, motion carried. Minutes of the October 15th Board meeting was reviewed. Ray moved to approve the minutes. Gina seconded; motion passed.

**Finances** - Jolene gave the treasurer’s report. The checking account balance as of December 31, 2024 was $5,685.97. Jolene explained that the Corporation membership shown on the Financial Statements was from O’Brien Ready Mix, her family business. The money is to be held in reserve for use as a cushion when funds are needed. Leanne moved to thank Jolene and Ed for the donation and instructed the treasurer to set up a savings account for these funds. Carol seconded. Motion carried. Carol moved to accept the treasurer’s report, Suzanne seconded. Motion carried. Leanne had talked with Kansas Tourism regarding our grant payment of $3,640, they said the funds should be mailed out within a couple of weeks.

**Membership –** Jolene has received 46 memberships. Jolene went through her process. She gave out invoices to those museums attending the 4th Quarter meeting. Immediately following that meeting, she sent out invoices to all museums that had not paid at the November meeting. The first of January she sent out reminders. Based on the response, it appears that the mailed invoice is the best procedure. Ray mentioned we need to continue to stress the benefits of membership. Leanne asked if we were members of KMA. Gina moved we pay KMA dues and SEKTR dues (if applicable). Ray will let Jolene know the amount.

**SEKTR Report** - Ray reported that SEKTR is looking at ways to promote the Region activities, especially the upcoming 250 Anniversary in 2026. Ideas for activities might be “what were we doing 250 -150 – 100 years ago.” Encourage members to use the Kansas Tourism Resources. Reminder that the World Cup attendees can have an impact on our area. Tourism conference is being held in June. They stressed we need to promote kid activities in museum, work through the school to set up activities for the 250.

**OLD BUSINESS:**

* **Future meetings:** Cherryvale will host February meeting – program will be presented by Jill Warford on “Building an Exhibit from the Ground Up.” April – Iola will host with a program presented by SEK Regional Library District – Roger Carswell. Discussion was held on the Tech Spot Light – we had discussed doing Facebook Live, and decided to do in April at Iola.
	+ **Potential Topics for Meetings –**
		- Pocket Sights – was presented at KMA – program allows you to set up walking tours.
		- NAGRA Discussion
* **Marketing Project**—Passport, Video, and Website Updates were provided.

Passport:

Ray gave a report detailing the reporting he has received on the 1st, 2nd and 3rd Qtr. For the third quarter he had only received 20 completion reports showing 80 passports stamped. Total museum visitors were 5,255 for the 3rd quarter, total visitors’ year to date were 50,152. Leanne asked if we would continue to report after the end of 2024. If so, should it be a link on our website? Gina will put it on the website. It should be noted, even if your museum is closed for the quarter, submit a zero report.

* **Display Table – KMA Meeting –** Ray reported he had received good feedback on the Display Table we had at KMA highlighting the video.
* **2025 Project – Smart Goals –** Discussion was held on how to best promote the Smart Goal Project. It was decided we would have short session with round table groups answering questions about how they are meeting their goals.

**NEW BUSINESS**:

* **Membership Renewal Procedures:** - Topic was covered during the discussion on Finances and Membership.
* **Data Storage Format** - Discussion was held on what data we are collecting, who is collecting it, and is it the right amount. Determined our goals for data collection are: 1) Accurate information for mailings. 2) Correspondence for such things as the newsletter is done through email and we may have additional people from each museum besides the contact person. 3) Accurate contact for physical location. Gina will keep up the contact information. Ray will decide on the continued use of the google documents. Jolene has a system for her membership records.
* 2025 Budget – Leanne brought up the need for a 2025 budget. We need to think about future projects, how we can help our members (grants & attendance at KMA). Budget meeting will be held on February 4 at 9 a.m. for those that can attend.

Next Board Meeting will be March 11 at 9:00 at Independence, Carol will furnish refreshments.

**Adjournment**

* Carol moved to adjourn the meeting and Gina seconded. Motion carried. The meeting adjourned at 11.50 a.m.

**Budget Meeting – February 4, 2025 – Independence Historical Museum and Art Center, Independence, KS**

Board Members present were Leanne Githens, Ray Rothgeb, Jolene Born, Gina McBride, Suzanne Shaffer, Gila LaRue

Discussion was held on the budget for 2025 using Jolene’s financials for 2024 & 2025.

In addition to regular expenses it was decided to give out a participation prize as an incentive to attend quarterly meetings. Give out grants for museum projects and grants for KMA conference.

Ray moved to approve the proposed budget, Gina 2nd the motion. Motion carried.

Discussion was held on how to present this information at the Quarterly meeting.

Meeting Adjourned 11:47 with a motion from Ray and second by Suzanne.