



# SOUTH DAKOTA HISTORICAL SOCIETY FOUNDATION

## Executive Committee

8 am CT June 3, 2016

Board Members Present: John Teupel, Brian Gatzke, Gary Heintz

Board Members Absent: Connie Schroeder

Staff Present: Michael Lewis

A. Foundation Audit Progress:

John Clausen has been provided with the QB backup file and some investment files to prepare for the onsite activities. John provided a list of his review needs when he is onsite. Those have been pulled and prepared. We will be getting the specifics on his visit to schedule and staff interaction needs. Tentative onsite is the week of June 6.

B. Staffing Update:

Lewis updated the Executive Committee on the staffing progress. Kimberly Haiar starts on June 14 in Pierre for orientation and training. Lisa Bondy is progressing well and continuing to take on additional responsibility. Included is the Quick Books transition to install the program on three computers. Bobbi Galinet-Paul is continuing training on Quick Books. Reviews are being completed with her for any issue / progress.

C. Credit Card Line Level:

Current Foundation card line is \$5,000 with CorTrust Bank. The bank has notified us that the account cannot be increased or any cards added. A new account must be opened. Motion by Gatzke, second by Heintz: approved to apply for a line up to \$15,000 either at CorTrust or BankWest (close account at CorTrust if the account is moved to BankWest). Approved

D. Event Planning:

Planning is continuing for the next full board meeting scheduled for August 19. We have confirmed we can use the Old Fort Meade Museum for a evening social fund raising event on Thursday, August 18. Additional contacts will be mad for a location of the Friday, August 29 board meeting We will also start work to set a location and date for a fall meeting in the Sioux Falls area in late October, early November to include an evening social event there.

E. Admin Fee Discussion:

We plan to have the new fee structure ready for the August 19 board meeting. We will attempt to schedule a meeting on June 15 or 16 in Pierre with Jay Vogt to narrow the options for a final solution / structure. Gatzke will also attempt to set up a meeting with the GF&P Director to look at what they have in place.

Meeting adjourned at 8:30 am.