

## Thompson's Mills Preservation Society Board Meeting Minutes

January 31, 2017

Due to the Shedd Fire Station door not being unlocked, the venue for the meeting was moved to the office of Thompson's Mills State Heritage Site. The meeting was called to order at 6:17PM.

Present were: Spencer Lewis, President; Anita Lewis, Secretary; Ron VanOrden, Treasurer; Larry Thompson, Jim Ballard, Carl Browning, Don Lyon, & Don Ware, Board Members; Rebecca Bond, Carolee St. Clair & Bob McCormack, TMPS general members; and Tom Parsons, OPRD Head Ranger, Thomson's Mills State Heritage Site.

It was moved and seconded to approve the minutes of the September, 2016 and the November, 2016 meetings as published. The motion passed unanimously.

The Treasurer gave his report – not much activity since the previous report. The current cash balance at Chase Bank is \$23,458.96 as of January 15, 2017. The Treasurer said this balance does not include the recent payment made to the Shedd Post Office for box rental. He also pointed out that he had not yet received a bill for the fire suppression study so that liability was still pending. The President had just received the bill the day before online and brought two copies which were passed around for the board to review. The total bill for the fire suppression study was \$7620.13. The two copies were turned over to the Treasurer for payment ASAP. The question was asked who was billing us, the State or the company who did the study. The President explained the company billed the State then the State billed the TMPS.

The President brought up that Carl Browning had sent an email to him recommending that we place our order for a cider press as the company that builds them only builds only 10 per run and the number of spots open is dwindling. Carl presented his research from the press manufacturer for a decision from the board as to what size and model (Standard or Heirloom) press to order. Standard models are made from marine plywood. Heirloom models are made of solid Eastern Ash. Carl also pointed out that if we don't place our order in time for this (August 2017) production run prices will be higher on the next run. A discussion followed of what would be the optimal size and model for the type of events we are hoping to conduct. During the discussion Rebecca Bond asked if we had considered requesting a grant from the Linn County Cultural Coalition to help fund the purchase of the cider press. She said that we could apply online for a matching funds grant before the February 17<sup>th</sup> deadline and that it was a fairly simple fill in the blanks application process. We should know by sometime in March if our request was successful and, if so, checks would go out sometime in April.

The discussion then turned toward whether we should purchase a second cider press if we obtain a grant. The President said that a second purchase is actually an annual budget issue that can be addressed at the Feb 25<sup>th</sup> Annual Meeting.

It was moved seconded and approved by voice vote to order a large Heirloom model Correll Cider Press listing for \$1680.00 and to apply for a grant from the Linn County Cultural Coalition. Carl Browning volunteered to pursue the application process for a grant from LCCC.

Bob McCormack recommended that the 2017 budget include funding for accessories needed for cider production.

In line with the Board's intent to pursue grants, the President reported on a call he had made to a friend he had made while working in a casino in Colorado. The friend is a very successful investment consultant, who has offered to assist with our more affluent donors. He has a proprietary program that is not involved with the stock market that can offer our donors reduced tax exposure plus income benefits. He also recommended networking those who do have substantial sums of money to locate other potential donors. If we do enlist his help the Board will need to sign a nondisclosure agreement. The President said he will continue to contact him to see if his ideas will dovetail with our efforts.

Larry Thompson spoke of knowing a gentleman who has just retired from grant writing for a community college. Larry said he will follow up with him about aiding our cause.

Don Ware said he is following up with his contacts at the Ford Family Foundation which could possibly grant as much as \$5,000.00 toward hiring a consultant to do design plans for a fire suppression system for The Mill. The Foundation will not fund the system itself - that funding will need to come from other sources. The TMPS must contribute a matching amount equaling 20% of the grant. The consultant must have a cost proposal drawn up to submit with the grant request.

There was further discussion of involving other grantors who might be willing to participate in (for example) a five year plan of donations and of seeing what OPRD can commit to in matching funds. Rebecca Bond explained how Oregon Cultural Trust donations benefit the donors and the nonprofit beneficiaries.

Tom Parsons spoke of how the purchase of needed equipment for the fire suppression system could be broken down into separate units to help avoid a large one-time cost. He also spoke of how an actual construction plan needs to be drawn up so a contractor would have a guide to assist in working up a bid. Estimates for that service is roughly \$7,000 - \$8,000.

Don Lyon and Don Ware volunteered to further work with the Ford Foundation and obtain access to their foundation listing book to find more funding sources. The President said he will access an online service that list foundations nationwide and that he will donate the fee for that service.

Rebecca Bond spoke of the carousel project which obtained funding of some 6.5 million dollars and how they are now doing Saturday morning tours.

The president reminded everyone of the annual meeting Feb. 25, 2017. A discussion was held about the lack of membership cards which were budgeted into the 2016 budget and about a printed self guided tour guide which the 2016 budget also allowed. Tom Parsons said that is something that he has wanted to do but it is very time consuming. Development of a brochure for a tour plus a solicitation for the fire suppression system and a mailing address for the TMPS on the back was also discussed. There was discussion of the need to get correct contact information into the 2017 "Our Town" publication and to the Shedd Post Office.

An informal review of the School Bus tour program and whether it is growing or not was next discussed. It was reported that not only are there more bus tours but The Mill is seeing repeat business from schools that visited last year. There was only one request last year from our transportation matching funds budget for \$26.00. Jim Ballard reported on his efforts in building up this program.

Ron VanOrden reported that changing our name with the Secretary of State will involve more than just changing the name on our annual registration with that office. He offered to get what we needed all together for the president's signature. Ron, in the capacity of our webmaster, also said we need to decide on our new URL address for our website – his recommendation was that it be TMPSonline. After some discussion it was moved, seconded, and approved to follow his recommendation.

Tom Parsons announced that the project to move the host sites to the rear of the hay barn was postponed because of the need for an archeological survey prior to digging for utility installation. They expect to be done by this coming June.

In the last bit of business Ron VanOrden said he was missing a couple of documents concerning some cash donations, and he asked if anyone from the audit committee had them. He was directed to Tom Adams for more information.

The meeting was adjourned at 8:15PM

Submitted by:

Anita Lewis, Secretary, TMPS