

Heritage Network Approved Meeting Minutes January 17, 2011

I. Call to Order/Roll Call/Minutes

President Joe Barreca called the meeting to order at the Colville Learning Center at 9:30 AM.
Board members present: Joe Barreca, Susan Dechant, Kathy Berrigan, Jackie Franks, Janet Thomas, Karen Struve, Grady Knight, Jo Nullet, Karen Meyer, De Pelan Members: Harold Ingram, Lynn Wells, Sue Richart Guest: Tracey Rice

Motion to approve November 15, 2010 meeting minutes as corrected made by Karen S., seconded by Karen M., passed.

II. Treasurer's Report

Since Susan did not have a treasurer's report at the November meeting for October, it was included in this month's report showing cash flow from 10/18/10-1/15/11 and account balances as of 1/15/11. Cash flow report: History dollars, one membership, oral history income from NPS and DVDs plus Web sales in progress generated \$9,134.16, and expenses for the Rumsey memorial ad, Inc. license, cabinet (\$107.61), Pay Pal, NPS expenses of \$8,164.50 and telephone bill totaled \$8,392.06, leaving a positive cash flow of \$742.10. THN bank accounts came to \$6,051.25. Reminder: THN dues are now due in January. If someone paid in November, it will cover 2011.

She also prepared a year-end report for 2010, noting that membership totals were down by 2 businesses and 6 organizations. Check back with the Grand Forks group; there has been a shake-up that may result in renewal. Mailed reminders seemed more effective than e-mails. Contact Land Conservancy of BC again, which Merlin was part of. Along with a request for joining THN, remind people about grants. The 800 number on THN phone is rarely used, maybe not worth the payments. Susan filed our corporation papers and B&O tax report. Officers were listed on the Secretary of State form to be filed. The 2010 report shows total income of \$13,336.45 and expenses of \$14,386.08, resulting in a net loss of \$1,049.63 due to Prestini funds.

III. Open Issues

Store: The on-line store made only one sale in two years and Pay Pal messed up. The NEWGS store is working well, so there isn't a need for THN to have one too; simply contact Susan Dechant if you want to sell an item. Besides, the mechanics of the store were too complex to set up and use efficiently. No one has put photos up on the THN store site. Getting an inventory on was the hard part. It takes up space on Scott's server. It is possible to just drop a link to it without wiping it out. We could put Preserve America stuff on it later, which would mean more activity. Using the store would bring in 15% to THN minus 3% to Pay Pal for transactions. The one sale in progress will fall under that plan. We could change it to a 10% charge with 7% then going to THN in the future.

The original intent was to benefit the members of the Network. Many items are downloadable free (photo for example) at a low resolution, but would need a higher resolution to enlarge a person's face, for example, which would cost. Archival quality TIF would allow better zoom-in image. De made a motion to disconnect the store for now. (The Pay Pal account would be there with no charge, can change the percentages later if we want to. If we go through the Gen. Society, we could give a percentage to them for handling.) Grady seconded the motion. Motion passed. Maybe it would help to have a class/demo for how to use the store, scan in and write descriptions. Grady will put a membership blurb up in the spot where the store site was.

Election: Current board members in good standing are eligible to be officers. The first order of business was to reinstate those whose 4-year terms expired at the end of December 2010: Joan Nullet, Susan Dechant, Jackie Franks. Ted Eppler's term also expired, but he and Dianne are resigning as THN board members for now, and their resignation was accepted. New member Sue Richart was approved as a board member whose term would end Dec. 30, 2014 along with Joan, Susan D. and Jackie. Others whose terms haven't expired have become inactive by non-attendance: Susan Harris, Scott Hirsch, and Lorinda Travis, who moved to Spokane. A slate of officers was presented after discussion by Janet Thomas: Joe Barreca, president; Jo Nullet, vice-president; Janet Thomas, secretary and Sue Richart, treasurer. The motion by Janet to approve and accept the slate of officers as presented was seconded by Karen M. and passed unanimously.

Reviewed the by-laws regarding required number of directors – no less than 10 nor more than 20. A quorum would be at least 5. The board doesn't ordinarily meet separately from the general membership, so it might just be easier if all regular attendees were also board members who can vote. Nearly all matters can be taken up by board/regular members.

Preserve America Grant: Tracey, Joe, and Sue Richart explained plans for transferring info securely, to prioritize with Louanne Atherley what needs to be done with groups' collections, types of software, storage of metadata with some private info to be blocked from public access. Their aim is to provide a user-friendly interpretation of information. For the grant, we have to account for time donated; staff time of museums time-value to be discussed. Cheney has scanning equipment with students who are paid to do the work. Material can be sent securely there for storage digitally. The work is done in the archives, not in classrooms. History detectives' info can be added later. They control carefully who gets access. Not all items have to go on-line, but also count toward the project.

Tracey and Louanne will explain to each group what they will be using and help prioritize items that represent each ones community. One problem is that some history articles actually have errors in the original recording, so care must be taken for the sake of accuracy. This will be a valuable resource once done, especially considering the loss of materials when there is a fire in a museum. Cheney's archives are backed up in Olympia.

Discussed 'fair use' vs. copyrighted material (owned by individuals in a photo, for example). One must try to contact copyright owners, and if not possible, print disclaimer and ask them to contact us. You couldn't charge for a school picture taken by a studio. The item can be labeled 'for Internet use' or stored behind a firewall. One way to handle it is to create a link listing the owner of the image, such as Loon Lake, which could encourage visiting the museum.

Software from Tech Soup can be put on our 4-year old Acer laptop. Joe is making a proposal to buy software. Discussion of availability of programs through Tech Soup (Photo Mechanic not available); Photo Shop is available and the cost should be lower, too. The County probably does not have Photo Mechanic. Contact Tech Soup and Acrobat (Adobe) for other offers. Photo Shop does the same things as Photo Mechanic but costs less. The numbers available are limited by each offering by Tech Soup. Register with Tech Soup on line to check on status – takes about 45 days with 5013C.

Consider future use of programs after the project is complete, and we still own them. Another thing to remember is to be sure the computer can handle the software and upgrade the hardware at the same time a program is added if necessary. The County may have licenses available to use. Janet made a motion to authorize THN board members to vote by e-mail if a decision is needed before the next meeting, and after research with the County. Karen S. seconded, motion carried. The archive project, yet to begin, is to be done by April 2012.

Right now the THN camera, computer and a scanner are at Sue Richart's house. Even though THN owns this equipment and will continue to after the project is completed, the cost of it counts toward the grant. Grady reminded us that a certificate of insurance coverage is needed on the camera, etc. if it is loaned out, but THN does not own the scanner. Note: The eyepiece needs to be covered to get the light right.

We turned in forms with our time discussing grant issues at this meeting to Joe to tabulate.

THN mini-grant/cabin: Janet has made a list for planning purposes, applied for tax-exempt status and is waiting for the County in the process of recording paperwork (takes 4 months). Let her know if you want to be on her list of involved parties. An open house is planned to hold an open forum for ideas for use of the cabin. In the meantime the porch is being fixed, and the cabin will be insured for liability only. The comments from the Genealogical Society were received (original documents donated).

David Thompson Brigade: THN is to be involved with local events in June. The Brigade arrives at Kettle Falls on June 16, with the main events involving City and County on June 18. There will be a showing of George Sibley's film, guided walks by Jack Nisbet, a program on celestial navigation and fur trade era transportation, public canoe paddling with a private company (insured), tribal dugout canoes and fish traps to see and a panel discussion. Murray Shoemaker is handling publicity. A meeting is scheduled for January 19, time and location not known at this time, for the Kettle Falls Historical Center and the City of Kettle Falls to get planning underway. More meetings will be scheduled and Joe will keep us informed by e-mail.

Oral Histories: Instead of the THN selling oral history DVDs, Grady has been selling them for \$15 apiece (21 so far) and paying \$5 sales tax back to THN. He has talked to Ray. Go directly to Bonneville Power about the grant. There is one contract for this year, but more is to come in 2012. Clarify whether material already gathered can be used this year. Not 100% sure of the status of the contract for THN for 2011 yet. A priority is to interview Carl Putnam.

Miscellaneous: E-mail to THN regarding "global business registering" requesting business info is a scam.

Harold has available a small HP printer-scanner-copier, free, if THN can use it (not compatible with XP).

De had a news release about extension classes on fund-raising through WSU Extension.

It is time to think about publicity for the Network, updating maps and reprints. We have a lot of old brochures with outdated phone number/address on them.

John McLaughlin, volunteer coordinator with the Chewelah Historical Society, is to revamp the Chewelah Museum with Barb S.

Check Website: www.newgs.org.

Next regular THN meeting February 21 at 9:30 AM, location to be announced.