

# GRIGNON MANSION BOARD MEETING MINUTES

Monday, February 21, 2022

The meeting was called to order by Pennie Thiele at 5:30 PM in the Municipal Services Building Council Chambers



## Roll Call

- Present – Patty DeGoey, Patty Brogan, Al Borchardt, Carol King, Bruce Werschem, Gavin Schmitt, Pennie Thiele, Sandy Coenen
- Absent – Shellee Jackels
- Others in Attendance – Cassidy Mickelson

## Review/Approve Minutes from January 24, 2022 Meeting

- Motion by Patty Brogan to approve prior meeting minutes. Seconded by Bruce Werschem. Motion Unanimously Approved.

## Report from the City (Mickelson)

- Grignon Mansion Repairs
  - Environmental testing came back - no asbestos, lead paint in most places that were tested, mold is non-toxic. The tester recommended getting the roof checked as the source of the mold issue
  - The draft project scope for the Grignon Mansion is complete. The goal is to get it out in the paper in the March 2, 2022 issue of the Times Villager. The bids are due March 30th and will be opened the same date. The work will be required to be completed by August 1, 2022.

## Report from Friends (DeGoey)

- Friends Finance Report
  - Grant Money Account - Beginning balance of \$20,006.53, ending balance of \$20,010.81, with interest earned of \$4.28
  - Savings Account - Beginning balance of \$100.06, ending balance of \$100.09, with a deposit of \$0.03
  - Original Checking Account - Beginning balance of \$44,557.48, ending balance of \$44,747.01, with \$5,002.62 in total deposits and \$4,813.09 in withdrawals. Available non-designated funds \$37,618.90
    - Working on getting Quickbooks up and running as the new operating system for the treasury tracking and reports
- Other Issues
  - Volunteer training will begin in March for cashiers and tour guides. The script for the tour is getting edited and special event scripts will be created to give guests new information when visiting the Mansion.
  - Volunteer Appreciation Event will be held April 23, 2022.

## Report from the Chair (Thiele)

- Elections of Officers
  - Current Nominations on the floor: Board Chair, Pennie Thiele; Board Vice Chair, Bruce Werschem; Board Secretary, Shellee Jackels

- **Motion to close nominations:** Motion by Sandy Coenen. Seconded by Patty DeGoey. Motion Unanimously Approved.
- **Motion to accept slate of 3 nominees:** Motion by Al Borchardt. Seconded by Patty Brogan. Motion Unanimously Approved.
- **Motion to vote to elect officers:** Motion by Bruce Werschem. Seconded by Patty DeGoey. Motion Unanimously Approved.

#### **Other Business**

- Board members discussed the origin of current governing documents created by the Friends of the Grignon Mansion, the Grignon Mansion Board and approved by the Common Council. It is clear that with the Executive Director in place, some of these documents need to be edited to reflect different responsibilities.
- Thiele shared relevant reading materials with board members.

#### **Set Next Meeting Date and Location**

- Monday, March 28, 2022 at 5:30 PM in the Council Chambers at the Municipal Building.

#### **Adjourn at 5:52 PM**

- Motion by Sandy Coenen. Seconded by Patty DeGoey. Motion Unanimously Approved.

