

## **Teller Historic and Environmental Coalition**

Minutes of the Board of Directors Meeting

Wednesday, January 28, 2015

Midland Depot Annex, Divide CO

Chairman Dave Martinek called the meeting to order at 4:15 p.m.

Present: Jane Lass, Jane Mannon, Dave Martinek, Mary Menz, Jean Rodeck, Norm Steen and Marion Vance.

Invited guests: Greg Smith, Karla Schweitzer

Absent: Craig Haney; Cindy Haney; Sherri Albertson

**Welcome and Announcements:** Dave welcomed invited guests Greg Smith and Karla Schweitzer and gave a brief summary of their backgrounds and experience. Bio sketches for each are attached. Greg is a retired accountant who has served, or is currently serving, as treasurer for several non-profit organizations in the area. Karla pursued a career in administration with the U.S. Navy. She holds a BA degree in Administrative Studies and a Masters of Fine Arts. Karla currently holds the post of Collections Manager for the Ute Pass Historical Society. Both Greg and Karla were prospective members of the board of directors of T.H.E. Coalition. The Board considered their nominations later in the meeting.

**Minutes:** The minutes of the October 29, 2014 board meeting were approved

**Treasurer's Report:** As noted in the minutes from the October, 2014 Board meeting, George Parkhurst resigned as Treasurer of the Coalition. He turned over the institutional checkbook and well as books and records of T.H.E. Coalition finances to Dave Martinek. Dave in turn consulted with retired accountant Greg Smith. Greg converted the accounts to Quick Books to simplify the accounting and produce reports in a generally accepted format. He made several adjustments in the process. At Dave's request, Greg produced a balance sheet for the Board and a statement of profit and loss, as of December 31, 2014. Copies are attached.

### **Committee Reports:**

**Midland Depot Committee:** Dick Unzelman was unable to attend the meeting due to illness. He has received from architect Chuck Severance a proposal for a contract to manage the planning process as we move forward to the next stage of rehabilitation of the Depot.

**Heritage Tourism Committee:** Marion reported that our mobile app "Tour Teller" was approved by Apple for inclusion in its App Store. There are still a few glitches which our production company NeoTreks is working to correct. As planned, the HT committee did a "soft launch" in January-- introducing the app in the local area. Press releases were sent to the media. A copy of the article that appeared in *The Courier* is attached. The committee also designed and produced a "rack card" to be used as handouts at selected events such as the annual Patrons' Luncheon hosted by UPHS. Dave and Marion gave a short presentation of the app at that luncheon; feedback was quite positive. Next steps are:

1) A 'formal' launch of the app in the spring, probably early May, and probably at the Crystola Bar and Grill. Tentative idea is a taco buffet with cash bar. The event would showcase the app, and also feature a silent auction of items left to T.H.E. Coalition by Dee Breitenfeld as a means of raising money. An Inventory committee (Donna Finicle and Karla Schweitzer of UPHS, and Michelle

Rozelle of the Cripple Creek Heritage Center) surveyed, registered, and made tentative estimates of value for the objects willed by Dee.

2) Sign a contract with NeoTreks to begin production of an Android version of the app as soon as possible.

### **Old Business:**

**Divide Sign:** Approval for the “Welcome to Divide” sign has been received from both CDOT and Teller County. The sign will be erected on the NE corner of the Depot property, possibly as early as March.

**Midland Days:** In what must be record time, Midland Days was granted 501 (c) 3 status by the IRS. Now that Midland Days is an official non-profit entity, Pete Kuyper can proceed with transfer of the Depot building and property. The process by which that will be done has yet to be defined, but will include continuation of the current arrangement by which T.H.E. Coalition leases the property (for \$1.00/year, to be paid to the new landlord, Midland Days). That lease expires in 2015 and will need to be renewed. There will be a lease-back arrangement with Pete Kuyper for his purposes in developing the portion of the property zoned commercial.

The 5<sup>th</sup> Annual “Midland Days at Divide” symposium will be held at the John Wesley Ranch on May 16, 2015.

**Newsletter:** Mary Menz is planning a winter issue, to come out by the end of February --in time to publicize the launch of the mobile app and the Midland Days event.

**SHF Grant Application:** T.H.E. Coalition’s request for a small grant to fund the planning process for the depot was turned down. SHF staff spoke with Dave concerning the reasons for denial of funding, and provided us with copies of the reviewers’ comments (a very helpful gesture on their part). Comments were quite mixed. Two reviewers found the request clear and reasonable and recommended funding; two others were unable to understand what was being requested, and noted that complete biographic info for participants had not been supplied, that only two photographs were presented, that it was not specified that the project would follow the guidelines of the Secretary of the Interior, etc. and lowered their marks accordingly. One of the lessons one takes away is that a \$6,000 proposal is not cost-effective. It is judged by the same criteria as one for \$60,000, or \$600,000.

**THE Website:** T.H.E. Coalition’s website had gone stagnant over the last few months and is sorely in need of refreshing. The former webmaster, Jamie, has resigned. Board member Sherri Albertson will take over responsibility for the site in coordination with Dave. The site takes on particular importance now that it will be referenced in the mobile app.

### **New Business:**

**Executive Committee:** Dave reported on the meeting held January 13. One of the main items of discussion was transfer of the duties of the Treasurer, and of the financial records in the wake of George Parkhurst’s resignation. As noted above, Dave requested that Greg Smith take charge of organizing the records and getting them onto the Quick Books system.

**Board of Directors Changes:** Several changes to the Board were proposed and approved.

1) Sherri Albertson, at her request, was allowed to leave the Board and become an Alternate. Because of a conflict in her schedules, Sherri is unable to attend Board meetings on a regular basis but expressed interest in continuing to be part of the organization. The proposal made and accepted by the Board is that Sherri’s status be changed from full member of the Board to Alternate member, as an

alternate to Jane Lass. In that status, Sherri will attend meetings as she can, and will take over responsibility for keeping the website and our Facebook page up to date and attractively presented.

2) Based on his qualifications and his interest, the Board unanimously approved Greg Smith as a new member of the board, and elected him to the position of Treasurer (see below). In his capacity as Treasurer, Greg will become one of the three persons authorized to sign checks - Greg Smith, David Martinek and Marion Vance. To expedite preparation of the financial reports, Greg requested authorization from the board to set up online access to T.H.E. Coalition's monthly bank statements and accounts at Park State Bank, rather than having to wait until the statements are mailed out. Jane Mannon made a motion, seconded by Mary Menz, that the Board grant authorization for Greg to access T.H.E. Coalition's financial information from the Bank online. The motion was unanimously approved. Dave and Greg will take responsibility for keeping T.H.E. Coalition current on its annual reporting requirements to the Colorado Secretary of State and other entities. Greg will prepare the annual tax return.

3) Karla Schweitzer was nominated to become a member of the Board, filling the empty seat occupied by Dee Breitenfield. Karla's election was approved unanimously.

4) Realignment of Officers: Following an explanation by Dave of reasons for shifting responsibilities within the Executive Committee, Jane Lass moved and Jean Rodeck seconded the following: that Marion Vance, currently Secretary of the Board, be named Vice Chair; that Karla Schweitzer, newly elected Board member, assume the post of Secretary effective March 25; that Greg Smith assume the duties of Treasurer; and it was suggested that Cindy Haney, current Alternate member, serve as alternate to Karla.

**The Section House:** The Section house has been purchased directly from the Elwell's by Elaine Leo. Elaine contacted Dave, who filled her in on the background of the property, and the possible interest of the Coalition in moving the house onto depot property. Elaine made it clear that she has no use for the building. It would be torn down or offered to the fire department to burn for practice. However, she is willing to donate the house and to give T.H.E. Coalition time, until May, to decide whether it has the means to move the building. Dave is in discussions with Carl Anderson to see what possibility there might be to move the building at a cost that would make it feasible for us. Carl would take care of pulling the required permits.

**Storage Space:** Dave requested, and the board approved, permission to pay the cost of rental of storage space in the basement of the building owned by Carl Anderson - at 750 E. Highway 24, Woodland Park, CO 80863. Cost for the space is \$35/month (\$420/year), per a lease signed in 2013. Payment of \$420 for the coming year was approved.

There being no other business, the meeting adjourned promptly at 5:30.

Marion Ritchey Vance  
Secretary

