

# Ankeny Area Historical Society

## Board Meeting Minutes

Tuesday, January 28, 2025 | 6:30PM

**DRAFT**

### Attendance:

Asa Hutton	Rosemary Hutton Taylor	Lois O'Donnell	Andy Logan
Rob Logan	Carmine Boal	Stephanie Lindsley	Joe Pitts
JoAnn Adamson	Madison Zirretta	Norm McCleary	Jim Nervig

The meeting was called to order at 6:32PM.

**Minutes:** The minutes from the November 26, 2024 board meeting were reviewed.

*Motion: Asa Hutton, Second: Joe Pitts, Approved.*

**Treasurer's Report:** The following reports were presented by Jim Nervig. See attached reports for further detail.

- December 2024 Monthly Report (11/25-12/31)
- January 2025 Monthly Report (1/1-1/24)
- Balance Sheet (as of 12/31/24)
- Balance Sheet (as of 1/24/25)
- Budget vs. Actuals 2024 (January-December 2024)
- Budget vs. Actuals 2025 (January 1-24, 2025)

Jim Nervig will fill in for the months of January & February 2025 while John is on vacation.

Investment value was discussed; board members should obtain records once a year and are encouraged to attend a webinar on February 6, 2025. Rob Logan will contact our advisor with the Greater Des Moines organization.

Our largest expense was paying down the payment on the door project. Electrical expenses were recorded for outside lighting. Expenses for membership dues to the Iowa Museum Association and Uptown Ankeny were also recorded.

W2 Forms have been completed and delivered to past/current office managers.

*Motion: Rob Logan, Second: Andy Logan, Approved.*

**Office Manager's Report:** The following report was presented by Stephanie Lindsley (see attached).

Membership activity was discussed, which included a few new memberships and renewals.

Memorials and donations were also discussed, as well as the reception of the Bravo Greater Des Moines grant. Cookie Walk profits were also shared.

### New/Current Business:

- Door Refinishing:** We are making progress with the project. The west porch door was installed. The door jam had dry rot. Doug McCarthy will rebuild the west section of the door jam. The door required seven coats of primer/varnish on the exterior and seven coats of white paint on

the interior. The cold weather didn't allow the paint to dry, so the door required repainting. The door jam is also twisted, so for now, there is a keyless entry on the deadbolt. The same storm door will be installed once the door jam is fixed and the project is complete. The front door was picked up on January 28, 2025 to begin refurbishment. The doorknob could not be rebuilt, however, Lois O'Donnell selected an antique porcelain knob to replace the original. The front door should be done in a few weeks. We also discussed what the new doors would entail with new security measures.

- B. **DAR Youth Project:** Karla Kasper is a DAR representative and has taken on this project for us. Lois O'Donnell and Karla Kasper met to walk the AAHS property to identify a location for the library box. Easement areas and Heritage Corner were eliminated. It was determined that the library box would be placed on the south side of the sidewalk near the Floppy sign. The space is approximately 8 x 8 and the driveway/alley area allows for accessibility. This location is approximately 4-5 feet east of the sidewalk. A gentleman with DAR met with Lois O'Donnell to confirm the placement and discussed the building of the box. The library box will be on a 4x4 post, cement anchor, and will have river rock around the base. The library box will resemble the AAHS Museum House. CAR (Children of the American Revolution) will be involved in painting the library box. AAHS will not be required to monitor the box; DAR is in charge and will be responsible for stocking books.
- C. **February Open House/Vintage Valentine Event:** This event will take place on Sunday, February 2nd from 2-4PM. Posters have been hung around town, as well as social media posts and a Facebook event. Madison Zirretta and Kathy volunteered to be downstairs to assist with the craft and cookie decorating. There will also be rock painting offered. Rocks were selected from the south side of the barn. Asa Hutton will be in the barn during the Open House and Lois O'Donnell will be in the house. We could use one more volunteer at this time. We are using leftover materials/supplies from previous events, as well as some additional cookie decorating supplies. There is no cost for the event, but donations and memberships are welcomed.
- D. **March Open House/Police Department Forum:** This event will take place on Sunday, March 2nd from 2-4PM. Lois O'Donnell has spoken with the Community Liaison, Officer McGraw, to organize the forum. We will invite the public to meet and greet Ankeny police officers. An introduction will be provided by AAHS and officers will bring artifacts. AAHS will present certificates to the police officers. Holding this event in the month of March is perfect timing because the Ankeny Police Department was established in March of 1903. We need six volunteers for this event.

#### **Future Open House Ideas:**

- April 6th: Bobbi Bentz - Meet & Greet
- May 4th: Karla Wright - descendant of John Ankeny, wants to discuss other things John Ankeny accomplished
- Summer Open Houses (Saturdays, 10AM-12PM)
  - June: Night at the Museum - Coal Mines? Re-enactment?
  - July: SummerFest, Chicken Feed

- August: Ice Cream Social
- September: Spelling Bee, Back to School
- October: Pumpkins

### **Old Business:**

- A. **Cookie Walk Results:** Madison Zirretta shared the results of the Cookie Walk 2024. Profits from the events can be found in the Office Manager's report. The event was successful with approximately 80 tickets sold. However, the ice storm resulted in lower attendance. Volunteers reopened the event on Sunday so ticket holders could obtain their cookies. The remaining cookies were donated to multiple fire stations. Decorations from the Cookie Walk are being stored upstairs in the house.
- B. **Security Equipment Upgrades:** Security upgrades include cameras, Ring doorbells, exterior cameras. There will be one Ring doorbell on the barn door, west house door, and front house door. There will be three cameras on the first floor of the barn and two on the second floor. Camera footage will be stored on an NVR network. We can delete the footage as we choose. Additional (older) cameras could be used on the exterior during pumpkin sales. The monitoring service agreement has been completed. We want to make sure someone from AAHS is present when the system is installed. Our goal is to assess our security measures and systems every five years.
- C. **Plaque Project/Heritage Corner:** The plaque is still on backorder due to the material being used. Andy Logan will call Dan at Wittenbach to get another update. Asa Hutton will transplant the daylily plants in the Spring.
- D. **Committee Reports:** Rosemary Hutton Taylor shared a committee report and proposed the hiring of a summer intern to assist with processing materials and loading items into Past Perfect. The Iowa Museum Association was contacted for guidance around hours per week and payments. Responsibilities of the intern would include training and modeling initially, but then artifact collection, processing material, and organization of items. A motion was made to hire a summer intern for 12 weeks at \$15/hour, for a total of \$7200.

*Motion: Joe Pitts, Second: Asa Hutton, Approved.*

The Membership Committee will continue seeking out business memberships. Andy Logan, Carmine Boal, Bob Fontana, and JoAnn Adamson will guide this work.

### **Miscellaneous Items:**

- A thank you note and gift cards were given to Jim Nervig as a sign of our appreciation for his service as treasurer.
- Discussed larger donations made towards the Sesquicentennial by Elwell and Lamberti.

***Motion to adjourn by Asa Hutton, Second: Andy Logan. Approved.***

**The next meeting is Tuesday, February 25, 2025 at 6:30PM.**

**Madison Fontana Zirretta**