

MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE BOARD OF TRUSTEES, H.W. GROUT TRUST  
AND THE BOARD OF DIRECTORS, GROUT MUSEUM, INC.  
Wednesday September 21, 2016

**PRESENT:**

TRUSTEES: David Allbaugh, Judy Burfeind, John Burns, and Barbara Corson,

DIRECTORS: Kathy Breckunitch, Edward J. Gallagher, David Green, Judy Griffith, Jack Locke, Doris Miller, Pat Morrissey, Steve Schmitt, Mary Ellen Warren and Julie Zell – Historical Homes

ABSENT: Aaron Buzza, Carl Hartson, and John Wood

STAFF: Billie Bailey – Executive Director, Bob Neymeyer – Oral History, and Diane Popelka – Operations Manager, Cyd McHone – Director of Development, and Alan Sweeney– Imaginarium & Site Manager

The H. W. Grout Board of Trustees and Grout Museum, Inc. Board of Directors meeting was called to order at 11:58AM by Chairman, Judy Griffith, in the Grout Walsh boardroom.

**Introductions and announcements** – Pat Morrissey announced that the Waterloo Historic Preservation Commission would like a member from the Grout Museum to attend their meetings

**The conflict of interest statement was read.** No Board members or staff reported a conflict of interest for the month of September.

**BOARD MINUTES: Motion by David Allbaugh, second by Edward J Gallagher that the Grout Board minutes be accepted for August 17, 2016 with the correction.** Motion carried.

**CONSENT AGENDA: Consent Agenda items sent to board members by email for review prior to the Board meeting was approved by motion of Judy Burfeind, second by Doris Miller.** Motion carried. Approval is for the following staff consent agenda reports:

- Oral History Project Report for September
- Development report for September
- Facilities/Imaginarium report for September
- Marketing report for September

**The Accession and De-Accession report for September was approved by motion of Kathy Breckunitch, second by Mary Ellen Warren that the Grout Museum Board formally accepts the items as presented for accession; that they be added to the permanent collection as recommended by the Collection Committee and that the deaccession list of items are to be removed from the permanent collection as recommended by the Collection Committee.** Motion carried.

**FINANCIAL REPORTS** by Jack Locke:

**Motion by David Allbaugh, second by Steve Schmidt that the Treasurer's report for August 2016 be approved and filed for audit.** Motion carried.

Board Meeting adjourns at 12:43 PM.

The next Board meeting is scheduled for Wednesday, October 19, 2016 in the Grout Walsh Boardroom. There will be brunch served during the Henry Grout Legacy meeting starting at 10:30AM. Lunch will not be served with the board meeting as the board is to also attend the Henry Grout Legacy meeting.

Submitted by Diane Popelka, Operations Manager