

1. Call to Order

2. Roll Call

3. **Public Comments:** *This time is set aside for members of the public to address comments to the board of the Fort Atkinson Historical Society and the Hoard Historical Museum. Comments are limited to three minutes per individual. Anyone wishing to speak is required to sign up in advance or they may address the board now but must state their name, contact information, and the subject matter. No action, immediate or otherwise, will be taken on any public comments unless the item is also elsewhere on the agenda.*

4. Approval of previous board meeting minutes and committee meetings

5. Director's Report:

6. Treasurer's Report

7. Committee Reports: Development did not meet

8. Approval of checks over \$500 for June

9. Update regarding public programing including upcoming programs

10. Update regarding asbestos removal and demolition bid at 423 Whitewater Ave.

11. Discussion regarding proposed updated MOU for director's salary

12. Project and facility updates:

13. Upcoming meeting dates

Development Committee Meeting: Thursday, August 7

Full Board Meeting: Thursday, August 21, 4:00 p.m.

14. Items for agenda for next meeting

15. Announcements

16. Adjourn

Upcoming Museum events:

- Saturday, July 26: Walking tours
- Saturday, August 2: Foster House and Water Tower open for tours, 10-noon; Quilt Show, 10am-4pm
- Thursday, August 21: New Teacher Breakfast

The mission of the Hoard Historical Museum is to preserve, protect and promote the history and culture of Fort Atkinson and the surrounding area from its earliest inhabitants to the present day.

Upcoming meeting dates:

Full Board:

Meets the 3rd Thursday of each month at 4pm

August 21

October 16

December 18

September 18

November 20

Development Committee:

Meets the 1st Thursday of the month at 4pm

August 7

October 2

December 4

September 4

November 6

Development Committee members: Lori Bocher, Bill Camplin, Bonnie Geyer, Nick Hamele, Ross Hipp, Jenny Kalvaitis, Angela Nelson, Marie Nelson, and Gary Thom

Administrative Committee members (meets as needed): Bonnie Geyer, Josh Kline, Steve Larson, Chris Rogers, and Lori Bocher

Personnel Committee members (meets as needed): Lori Bocher, Angela Nelson, Josh Kline, Ross Hipp, and Marie Nelson

Collections Committee members (meets as needed): Angela Nelson and Gary Thom

The Future of 423 Whitewater Ave Committee (meets as needed): Josh Kline, Ross Hipp, Marie Nelson, and Bill Camplin

Indigenous Programming Committee (meets at committee's discretion): Jenny Kalvaitis, Bill Camplin, Bonnie Geyer, Denice Jones, and Karen Gomez

The mission of the Hoard Historical Museum is to preserve, protect and promote the history and culture of Fort Atkinson and the surrounding area from its earliest inhabitants to the present day.

Hoard Historical Museum
Fort Atkinson Historical Society Board of Directors Meeting
Thursday, June 19, 2025 at 4 p.m.

1. Call to Order at 4:00 by President Lori Bocher.

2. Roll Call: Board Members: Lori Bocher, Bill Camplin (absent), Bonnie Geyer, Nick Hamele (absent), Ross Hipp, Jenny Kalvaitis, Josh Kline, Angela Nelson, Marie Nelson, Chris Rogers, Gary Thom
Standing Members: Merrilee Lee, Steve Larson (absent) (Dairy Shrine representative), Bruce Johnson (City Council representative), Rebecca Houseman (City Manager)
Other Attendees: Beverly Dahl (recorder)

3. Public Comments: none

4. Approval of previous board meeting minutes and Committee meetings: (minutes routed prior to meeting)

Action: Motion to approve J. Kalvaitis, seconded A. Nelson. Approved.

5. Director's Report: (routed prior to meeting)

- Walking tours have been changed from two on the last Saturday of the month, to one tour at 9:00 am. They are scheduled May thru September, plus one bike tour during the season.
- Ron Kalaitis presented a gift of over \$900 to the museum to sponsor the tractor peddle for Dairy Day. This donation was from his employer, Ball Corporation, from a program rewarding employees for their volunteer time in the community. He believes they will be able to sponsor the event next year as well.
- Director attended the funeral of **emeritus board member** Milo Jones, representing the museum.
- The Director and Assistant Director and other City of Fort Atkinson staff attended a two-day training session at the museum concerning crisis intervention and methods to help members of the public who may be having a crisis.
- This summer the museum has two volunteer interns. Alison Bishop from UW-Whitewater and Samantha Mallin, Milton High School, are helping with archive projects.
- Peony Day was celebrated May 31. The city was once again proclaimed the state Intersectional Peony City, and the museum's peony garden was designated a Reference Garden by the American Peony Society. Staff are now planning volunteer time to deadhead and fertilize.
- During the Collections Manager's annual review, there was agreement that it was hard to see her progress in managing the collection over time. She has started creating a monthly report of her work, noting her efforts. Her report was published in the board meeting documents for this month. The Director walked through it, explaining the various elements.

Question – What happens if no paperwork is returned from a donor?

After 3 tries to contact, a donation becomes 'found property' per state law, and we will complete the accession with an *, using information from the temporary paperwork created at donation time.

- There has been a noticeable increase in visitors in the past month.

6. Treasurer's Report:

Hoard Historical Museum
Fort Atkinson Historical Society Board of Directors Meeting
Thursday, June 19, 2025 at 4 p.m.

None this month – there will be a quarterly report next month

7. Committee Report: Development (minutes routed prior to meeting)

Development: there was further discussion of benefits for business and organization members

8. Approval of checks over \$500 for May: (list routed prior to meeting)

No questions.

Action: Motion to approve G. Thom, seconded by M. Nelson. Approved.

9. Update regarding investment fees for managed funds account:

Update from the Treasurer, based on email inquiries:

Premier Bank (current bank for checking and investment accounts): There are no fees on the checking account. We are charged 0.55% on the value of the assets in the investment management account in Wealth Management. As a comparison, their standard fee schedule is 0.85%, but we are charged at a non-profit rate.

Edward Jones was suggested as the library recently transferred their banking there. Noted that the library is paying higher fees than they were at Premier, but are satisfied with returns to date.

Badger Bank was contacted and is willing to match Premier's rate for investment management.

Action: Board members are not interested in moving at this time. Steve Olson, fund manager, will attend the October meeting to review investments.

10. Update regarding public programming:

Thanks to all who volunteered to help for Dairy Day. It was the largest attendance to date. (over 1100). Noted scheduling was not against the Fort Baseball Fest this year (both are family friendly events)

As usual, the Peonies drew more people during and after regular hours while in bloom.

July 4th will be end of our big summer programming. A Quilt Show (every 3 years) will be held August 2. An attendee from the Wisconsin Museum of Quilts and Fiber Arts is expected. We provide quilt racks and tables for quilters to put their items on as part of their registration.

11. Update regarding asbestos removal at 423 Whitewater Ave.:

Scheduled to begin June 30 or July 1.

The plan includes taking out all windows - they will hang black tarps inside window openings and post 'No Trespassing' signs. Suggestion to post 'ASBESTOS' signs for further deterrence.

The area will be safe for July 4th activities.

12. Approval of bid to demolish property at 423 Whitewater Ave.

**Hoard Historical Museum
Fort Atkinson Historical Society Board of Directors Meeting
Thursday, June 19, 2025 at 4 p.m.**

Thanks to Jim Nelson of Fort Healthcare and Mike Foerster, realtor, for suggesting companies to do demolition of structures at 423 Whitewater. Jaeckel Brothers submitted a bid for \$20,000 to \$25,000 to remove the house, garage, and walks, and fill the foundation with sand.

Questions:

- Will they remove foundation? Typically remove 4 feet and then fill.
- Are they aware we will be building on top of it? Yes, and top soil can be added to allow lot to be seeded until build begins.
- Suggest asking for more detailed, not handwritten estimate. The Director will ask Jaeckel Brothers to do so.
- Bid is half of budgeted amount. Noted. Actual cost will reflect conditions found during demolition process.
- Timeline? This summer. Sooner is better, especially after the windows are removed.

Need to vote on accepting the estimate?

- Voting by email is not accepted practice – there are open meeting issues. Suggest making a motion to accept proposal with conditions.

Other considerations/concerns:

- New estimate – ensure it includes sand/fill ratio, top soil, details about foundation demolition and fill practice.
- Will more details reduce estimate variability? Suspect actual cost will be dependent on what's found on site.
- Publicity will be needed to explain demolition to any members of the public that is unaware of plan. Comment via a media post would be the least work and would also tease future plans.

Motion: Motion to accept the current bid by Jaeckel Brothers for demolition based on answers to contingencies prior to demo. Gary, Bruce. Passed

13. Project and facility updates:

- Noted a bat was found on the kitchen floor, removed, and released outdoors this week. Noted this is unseasonable behavior, they are usually found spring and fall.
- The Peony garden wall, which is leaning in toward the garden, has been looked at by a landscaper, we are waiting for remediation suggestions.

14. Upcoming meeting dates:

Development Committee Meeting: Cancelled for July

Full Board Meeting: Thursday, July 17, 4:00 p.m.

15. Items for agenda for next meeting:

Hoard Historical Museum
Fort Atkinson Historical Society Board of Directors Meeting
Thursday, June 19, 2025 at 4 p.m.

none

16. Announcements:

none

17. Adjourned at 4:35, motion to adjourn by J. Kalvaitis, seconded by A. Nelson.

Upcoming Museum events:

- Saturday, June 28: Sidewalk Sales and History Tales
- Friday, July 4: Ice Cream Social, 1-3 pm
- Saturday, July 5: Foster House and Water Tower open for tours, 10-noon

Full Board:

Meets the 3rd Thursday of each month at 4pm – remaining dates for 2025:

July 17	August 21	September 18
October 16	November 20	December 18

Development Committee:

Meets the 1st Thursday of the month at 4pm – remaining dates for 2025:

July (cancelled)	August 7	September 4
October 2	November 6	December 4

Development Committee members: Lori Bocher, Bill Camplin, Bonnie Geyer, Nick Hamele, Ross Hipp, Jenny Kalvaitis, Angela Nelson, Marie Nelson, and Gary Thom

Administrative Committee members (meets as needed): Bonnie Geyer, Josh Kline, Steve Larson, Chris Rogers, and Jenny Kalvaitis

Personnel Committee members (meets as needed): Jenny Kalvaitis, Lori Bocher, Josh Kline, Chris Rogers, and Marie Nelson

Collections Committee members (meets as needed): Angela Nelson and Gary Thom

The Future of 423 Whitewater Ave Committee (meets as needed): Josh Kline, Ross Hipp, Marie Nelson, and Bill Camplin

Indigenous Programming Committee (meets at committee's discretion): Jenny Kalvaitis, Bill Camplin, Bonnie Geyer, Denice Jones, and Karen Gomez

MONTHLY BOARD MEETING

July 17, 2025
Knox Library and Research Room
Hoard Historical Museum
401 Whitewater Ave.
Fort Atkinson, WI 53538

MUSEUM DIRECTOR'S REPORT

June 2025

Total Attendance June, 2025 = 1,863 (June, 2024 = 1,735)
Year to date: 7,900 Year to date: 8,079

Offsite attendance: 6/7 Water Tower: 25
6/28 Walking tours: 12

Total Volunteer Hours June, 2025 = 415.75 (June, 2024 = 369.5)

Total Retail Sales June, 2025 = \$1,415.50 (June, 2024 = \$1,035.93)
Amount spent per transaction: \$21.45

Membership Renewals June, 2025 = 0

Membership New June, 2025 = 0

Researchers June, 2025 = 13

WI Cities: Amery; Appleton; Big Bend; Brookfield; Brownsville; Burlington; Cambridge; Cassville; Cedarburg; Cedar Grove; Clinton; Deerfield; Deforest; Edgerton; Eau Claire; Eagle; Footville; Fort Atkinson; Fox Lake; Green Bay; Janesville; Jefferson; La Crosse; Lake Mills; Lancaster; Luxemburg; Madison; McFarland; Medford; Milton; Milwaukee; Mineral Point; Monroe; Plymouth; Prairie du Chien; Oconomowoc; Oostburg; Orfordville; Sheboygan; Soldiers Grove; St. Francis; Sun Prairie; Vernon; Watertown; Waukesha; Wausau; Wauwatosa; Wheatland; Whitewater

States (outside WI): Arizona; California; Connecticut; Florida; Illinois; Indiana; Iowa; Massachusetts; Michigan; Minnesota; Mississippi; Montana; Nebraska; Nevada; New Mexico; North Carolina; Ohio; Oregon; Texas; Utah; Virginia

Countries: Canada; Scotland; United Kingdom

Tours/Group visits: St. Mathew School, Oak Creek; Luther 4th Grade; Clover Group Camp; St. Coletta's; Senior group, Watertown

Room Usage (non-Museum programs:) None

Museum Programs: Foster House and Water Tower tours; Dairy Day at the MOOseum; Museum Book Club; Walking tours; Fiber Arts Club

Quotable Quotes from Visitors Log: Great, thank you!; Loved this museum; Awesome; Wonderful museum, thank you!; Excellent museum!; Best ever, my favorite museum!; Very interesting!; Very informative, well done!; It is really fun here, best place in town! (from a child visitor); Awesome Dairy Day!; Making memories with my son here!; Terrific history!; Interesting! Especially to this farmer's daughter!; Great staff, lovely museum!; Had a wonderful time!; Enjoy Native American artifacts; The Indian artifact display is fantastic

Volunteer Hours for June 2025:

Greeters	155.5
Archive Assistants	73.5
Board	6.75
Exhibits	8
Collections	0
Volunteer Coordination	3
Tour guides	0
Gift Shop	1.25
Gardening	3
Events/Programs	83.25
Office	0
Oral History	16
Foster House	11
Other	0
Maintenance	0
Intern	40
Water Tower	14.5
TOTAL HOURS	415.75

FINANCIAL:

- In June, the Museum received no gifts over \$500.

MEMBERSHIP:

- Staff finalized the dates for members' only programs for 2025. This year members will be able to tour the Fort Atkinson Police and Fire departments as well as the Koshkonong Mounds Country Club grounds. The first tour will be Tuesday, July 22 at the Police and Fire stations.
- In June, we held the first member-perk private tour of the archives. The group seemed to enjoy themselves and we look forward to doing more in the future.

STAFF AND VOLUNTEERS:

- The museum is grateful for all the help we received from volunteers for Dairy Day at the MOOseum. Volunteers helped set up for the event, bring cows, serve floats, and lead cows in the parade. Our thanks to everyone who helped with the event!
- This summer, the museum has two volunteer interns. Alison Bishop from UW:Whitewater and Samantha Mallin, Milton High School, are both helping us with specific projects this summer.

RETAIL SALES PROGRAM:

- Staff has been researching storage/display units for the gift shop’s t shirts. Both the museum and the Dairy Shrine offer t-shirts for sale.

MUSEUM PROGRAMMING:

- The first Water Tower and Foster House tours were held in June. Both sites are open the first Saturday of the month from 10-noon, through October. The Water Tower is open weather-permitting and there are height/age requirements for climbing it as well. The Foster House is open to all.
- The monthly fiber arts group meeting was held in June.
- The museum held the 11th annual Dairy Day at the MOOseum. This year’s event had a record-setting crowd of 1,142 people in attendance. We again this year had the peddle tractor pull, ice cream floats, grilled cheese sandwiches by the Jefferson County Agribusiness, the cow parade, painted cow form contest, and so much more. Thanks to all staff and volunteers who helped make the event possible!
- On Saturday, June 21, the museum partnered with the Jefferson County historical societies for the final commemoration of the 80th anniversary of WWII. The societies have been partnering since 2021 and holding a variety of events on WWII. This year’s event was held in Johnson Creek with the Vintage Swing Band making a reappearance from their event here in 2023. Thank you to board members Marie Nelson, Lori Bocher, and Chris Rogers for helping at the event!
- On Saturday, June 28, the museum partnered with Five Star Antiques and the Chamber to hold History Tales and Sidewalk Sales for our downtown businesses. The museum created individualized posters for the participating downtown businesses regarding the history of their location. We also held two walking tours that day, one from our normal beginning location at the Farmers Market and the other from in front of Lava Vintage Clothing, which is also the oldest commercial building downtown. The museum enjoyed the partnership and would definitely be interested in doing something similar in the future.

COLLECTIONS & ARCHIVES:

- Museum volunteers and staff continue to make progress in the archives and collections. Several volunteers have been helping in creating finding aids for specific collections in the archives.
- The monthly report by Maddy Tabor, collections manager is below for June:

Transfer of Title paperwork packets sent to donors	5
Newly accessioned objects numbered	194
Newly accessioned objects given permanent storage location	60
Objects returned to permanent storage	23

Information from object ID index card entered into Past Perfect	2,502
Exhibit work	Researched collection for WWII objects, collected them and wrote labels for museum's exhibit at the WWII event in Johnson Creek
Misc.	~Set up and ran the ice cream float tent at Dairy Day ~Set up a new-to-her printer in her office

EXHIBITS:

- With the help of Alison Bishop, the museum is creating a short-term exhibit on WWII veterans from Fort Atkinson.

FACILITIES UPDATES:

- Merrilee continues to work to find quotes for replacing the Foster House roof. The roof has been slowly deteriorating over the past few years and it now is in need of replacing.
- Due to the recent hail storm, multiple roofing companies have been stopping by offering to replace our roof. Merrilee is working with Jed Draeger, building inspector, to discuss this with local and more reliable companies.
- A crew from St. Vincent de Paul's housewares organization will return to remove more items from 423 Whitewater for resale.
- Plans are progressing for razing the house at 423 Whitewater.
- The parking lot lines in the museum's front lot were repainted by the City of Fort Atkinson's DPW while they were out repainting other lot lines in the city.

OUTREACH & MARKETING:

- Merrilee attended a school program at the Fort Atkinson Middle School. The museum partners with the 6th grade to help with the Native American unit. Through an annual charitable gift, the museum pays for the school's fieldtrips to Aztalan and Koshkonong Mounds, classroom activities, and a speaker. For the past several years, the speaker has been Craig Bonin from the Indian Community School in Franklin, WI. Bonin is a member of the Oneida nation and discusses what that means to him. Since he is also a 6th grade teacher, he is perfectly poised to discuss the topic with the students.
- Merrilee attended the monthly meeting of the Friends of Lorine Niedecker executive committee.
- Merrilee met with Jonas Boshart, who volunteered at the museum last summer. Jonas contacted Merrilee to see if the museum had any need of video-work done. The museum is in need of videos of the Foster House, particularly the second floor, since the building is not accessible and on large events or large groups, the second floor is closed to the public. By videoing the second floor, this would at least share what it looks like for the public. In July, Jonas returned and Dana and Merrilee were the "talent" for the tour that he videoed.
- Merrilee renewed her teaching license with the State of Wisconsin for another 3 years.

Fort Atkinson Historical Society (FAHS)

Financial Report, quarter ending 6/30/2025

The Fort Atkinson Historical Society (FAHS) experienced an operating loss of \$15,721 and a net income of \$43,045 during 2025 YTD. The operating loss is slightly below the budget YTD and there remains \$25k of loss in the budget for the second half of the year.

An additional draw of \$35k was made from the managed funds in Q3 for the purpose of the demolition of the vacant property. The expenses related to that project were not included in the budgeted quarterly draws from the fund.

Joshuah Kline

7/16/2025

FORT ATKINSON HISTORICAL SOCIETY

Balance Sheet At Jun 30th, 2025

	2025	2024	\$ Change
Assets			
Cash	7,059	25,602	(18,543)
Accts Receivable	2	2	0
Managed Funds	1,585,303	1,511,687	73,616
Inventories	18,277	16,713	1,563
Land & Building	189,878	195,302	(5,424)
Total Assets	<u>\$1,800,519</u>	<u>\$1,749,306</u>	<u>\$51,212</u>
Liabilities			
Designated Contrib Reserves	19,748	38,654	(18,906)
Artifact Purchase Reserve	1,063	1,063	0
Rendezvous Reserve	0	7,786	(7,786)
Technology Reserve	0	15,019	(15,019)
Current Liabilities	(19)	16,270	(16,289)
Total Liabilities	<u>\$20,792</u>	<u>\$78,792</u>	<u>(\$58,000)</u>
Equity			
Opening Bal Equity	0	248,916	(248,916)
Restricted Funds	64,308		64,308
Retained Earnings (All other capital)	1,672,373	1,362,008	310,365
Trust Capital Gains/(Losses)	58,766	61,089	(2,322)
Net Income	(15,721)	(1,499)	(14,222)
Total Equity	<u>\$1,779,726</u>	<u>\$1,670,514</u>	<u>\$109,213</u>
Total Liabilities & Equity	<u>\$1,800,519</u>	<u>\$1,749,306</u>	<u>\$51,213</u>

FORT ATKINSON HISTORICAL SOCIETY

Consol Profit and Loss

Jan thru Dec, 2025

	2nd Quarter		Diff	YTD		Diff	Tot Yr '25
	2025	2024	'25 vs '24	2025	2024	'25 vs '24	Budget
			+(-)			+(-)	
Income -							
Historical Society							
Room Use	240	80	160	390	380	10	2,500
Contributions Undesig	9,324	29,357	(20,033)	24,420	47,250	(22,830)	20,500
Contributions Desig	-	-	-	-	-	-	-
Funds from Dairy Shrine	-	-	-	2,500	-	2,500	5,000
Invested Funds	6,681	6,256	425	13,374	13,121	254	40,000
Membership	613	420	193	6,493	3,525	2,968	19,200
Misc	-	-	-	-	-	-	-
Sales	974	1,081	(106)	1,310	1,326	(16)	3,500
Special Events	-	-	-	-	-	-	-
Tot Hist Soc Income	17,832	37,193	(19,361)	48,488	65,602	(17,114)	90,700
City Funding							
From Taxes & City	69,737	43,333	26,404	120,196	88,517	31,679	182,245
Total Income	87,569	80,526	7,043	168,684	154,119	14,565	272,945
Expenses-							
Capital Improvements	-	-	-	-	-	-	-
Employee	53,783	53,945	(162)	100,237	113,064	(12,826)	209,440
Maint - Museum	8,024	3,979	4,045	22,831	14,707	8,124	25,500
Maint - Foster House	1,789	1,797	(9)	2,178	2,162	16	3,700
Museum Ops (Ex/Coll)	640	88	552	1,270	1,749	(479)	1,500
Programs	1,283	5,257	(3,975)	(523)	(3,998)	3,475	1,650
Historic Pres Comm	5	-	5	12	-	12	1,200
Office Operations	2,253	5,523	(3,269)	8,069	10,314	(2,246)	19,550
Artifact Acquisition	-	-	-	-	-	-	1,500
Promotional	1,556	2,041	(484)	7,795	2,272	5,523	7,000
Insurance	-	-	-	-	-	-	6,300
Telephone	311	134	176	636	224	412	1,245
Utilities	8,390	7,212	1,178	16,208	13,674	2,534	33,000
Misc	2,050	1,467	583	2,223	1,459	764	2,500
Total Expense	80,083	81,443	(1,359)	160,936	155,627	5,309	314,085
Ordinary Inc/(Def)	7,486	(916)	8,402	7,748	(1,508)	9,256	(41,140)
Trust Capital Gains	78,286	10,763	67,524	58,766	61,097	(2,331)	-
Net Income (Expense)	85,772	9,846	75,926	66,514	59,589	6,925	(41,140)

FORT ATKINSON HISTORICAL SOCIETY

Profit and Loss

Jan thru Dec, 2025

	2nd Quarter		Diff	YTD		Diff	Tot Yr '25 Budget	Budget Bal Remaining +(-)
	2025	2024	'25 vs '24 +(-)	2025	2024	'25 vs '24 +(-)		
Income -								
Room Use	240	80	160	390	380	10	2,500	2,110
Contributions Undesig	9,324	29,357	(20,033)	24,420	47,250	(22,830)	20,500	(3,920)
Contributions Desig	-	-	-	-	-	-	-	-
Funds from Dairy Shrine	-	-	-	2,500	-	2,500	5,000	2,500
Invested Funds	6,681	6,256	425	13,374	13,121	254	40,000	26,626
Membership	613	420	193	6,493	3,525	2,968	19,200	12,707
Misc	-	-	-	-	-	-	-	-
Sales	974	1,081	(106)	1,310	1,326	(16)	3,500	2,190
Special Events	-	-	-	-	-	-	-	-
Total Income	17,832	37,193	(19,361)	48,488	65,602	(17,114)	90,700	42,212
Expenses-								
Capital improvements	-	-	-	-	-	-	-	-
Employee	17,275	18,479	(1,204)	32,748	47,503	(14,754)	86,440	53,692
Maint - Museum	7,817	3,687	4,130	11,918	8,968	2,950	13,500	1,582
Maint - Foster House	1,789	1,797	(9)	2,178	2,162	16	3,700	1,522
Museum Ops (Ex/Coll)	640	88	552	1,270	1,749	(479)	1,500	230
Programs	1,283	5,257	(3,975)	(523)	(3,998)	3,475	1,650	2,173
Office Operations	1,406	5,292	(3,887)	6,600	6,995	(395)	14,050	7,450
Artifact Acquisition	-	-	-	-	-	-	1,500	1,500
Promotional	1,556	2,041	(484)	7,795	2,272	5,523	7,000	(795)
Misc	2,050	1,467	583	2,223	1,459	764	2,500	277
Total Expense	33,816	38,109	(4,294)	64,209	67,109	(2,901)	131,840	67,631
Ordinary Inc/(Def)	(15,983)	(916)	(15,067)	(15,721)	(1,508)	(14,213)	(41,140)	(25,419)
Trust Capital Gains	78,286	10,763	67,524	58,766	61,097	(2,331)		
Net Income (Expense)	62,303	9,847	52,456	43,045	59,590	(16,544)	(41,140)	(25,419)

**Note - these figures do not include City share of Museum funding

CITY OF FORT ATKINSON MUSEUM FUNDING

Profit and Loss

Jan thru Dec, 2025

	2nd Quarter		Diff	YTD		Diff	Tot Yr '25 Budget	Budget Bal Remaining +(-)
	2025	2024	'25 vs '24 +(-)	2025	2024	'25 vs '24 +(-)		
Income -								
From Taxes & City	69,737	43,333	26,404	120,196	88,517	31,679	182,245	62,049
Total Income	69,737	43,333	26,404	120,196	88,517	31,679	182,245	62,049
Expenses-								
Employee	36,508	35,465	1,042	67,489	65,561	1,928	123,000	55,511
Maintenance	207	291	(85)	10,913	5,739	5,174	12,000	1,087
Historic Pres Comm	5	-	5	12	-	12	1,200	1,188
Office Operations	848	230	617	1,469	3,319	(1,850)	5,500	4,031
Insurance	-	-	-	-	-	-	6,300	6,300
Telephone	311	134	176	636	224	412	1,245	609
Capital Improvement	23,469			23,469				
Utilities	8,390	7,212	1,178	16,208	13,674	2,534	33,000	16,792
Total Expense	69,737	43,334	2,934	120,196	88,517	8,210	182,245	85,518
Net Income(Expense)	-	(1)	23,470	-	(0)	23,469	-	(23,469)

Type	Num	Date	Name	Account	Paid Amount
Liability Check	EFT	06/14/2025	Internal Revenue Service	1010 · Checking Account	
				2215 · Payroll Liabilities	(302.00)
				2215 · Payroll Liabilities	(321.12)
				2215 · Payroll Liabilities	(321.12)
				2215 · Payroll Liabilities	(75.10)
				2215 · Payroll Liabilities	(75.10)
					(1,094.44)
Check	21086	06/13/2025	Merrilee Lee Petty Cash	1010 · Checking Account	
				7611 · Dairy Day - Expense	(400.00)
				7611 · Dairy Day - Expense	(300.00)
				7611 · Dairy Day - Expense	(100.00)
					(800.00)
Check	21087	06/13/2025	Kindschi Enterprises, LLC	1010 · Checking Account	
				7611 · Dairy Day - Expense	(739.60)
					(739.60)
Check	21096	06/06/2025	The Reporter Company	1010 · Checking Account	
				8322 · Printing	(711.90)
					(711.90)
Check	21104	06/19/2025	Opp. Inc. Print Shop	1010 · Checking Account	
				7682 · Other Programs Expenses	(375.00)
				7617 · 4th of July-Expense	(27.50)
				8322 · Printing	(40.50)
				7657 · 4th grade Ed Prog - Expenses	(86.25)
				7682 · Other Programs Expenses	(55.00)
				7611 · Dairy Day - Expense	(27.50)
				7682 · Other Programs Expenses	(20.00)
				7662 · Garden Programs - Expenses	(22.50)
					(654.25)
Check	21112	06/25/2025	Johnson Creek Historical Society	1010 · Checking Account	
				7682 · Other Programs Expenses	(1,500.00)
					(1,500.00)
Check	21113	06/25/2025	DJK Environmental, LLC	1010 · Checking Account	
				7387 · 423 Whitewater	(5,925.00)
					(5,925.00)



July 15, 2025

Memo regarding updating MOU between the COFA and FAHS

In 2023, the City of Fort Atkinson and the Fort Atkinson Historical Society signed an MOU between the two organizations. As part of that MOU, the Historical Society agreed to pay the City \$11,000 a year to help cover an increase in the director's salary and in recognition of the partnership between the two organizations. The MOU was designed to expire in three years, or 2025.

Since the current MOU expires this year, the City would propose entering into another MOU for an additional three years. Attached is a draft MOU with edited text.

MEMORANDUM OF UNDERSTANDING

**CITY OF FORT ATKINSON
&
FORT ATKINSON HISTORICAL SOCIETY**

This **Memorandum of Understanding** (the "MOU") is effective the date of signing, by and between the **City of Fort Atkinson** (the "City") and the **FORT ATKINSON HISTORICAL SOCIETY** (the "Historical Society").

WITNESSETH

WHEREAS, the City has a vested interest in the long-term financial success of the Historical Society and the Hoard Historical Museum;

WHEREAS, the City and the Historical Society have mutual interest in and share the same goal of continued effective and efficient operations of the Hoard Historical Museum; and

WHEREAS, the Hoard Historical Museum is a regional resource for local history and cultural heritage; and

WHEREAS, the Museum exists as a result of a unique partnership between the City and the Historical Society; and

WHEREAS, the Museum receives funding from the City and Historical Society; and

WHEREAS, there have been budget discussions between the City and Historical Society regarding the ability of the Historical Society to contribute to the payment of salaries and benefits; and

WHEREAS, the City and the Historical Society had an MOU from 2023-2025, in which the Historical Society paid the City \$11,000 annually toward the salary of the Museum Director position; and

WHEREAS, the City has commissioned and Classification and Compensation study in 2025 that may result in an increase in salaries for the two City employees working at the Museum in 2026 and beyond; and

WHEREAS, the City and the Historical Society understand that the cost of proper compensation and benefits has increased substantially over the last three years, but the payment from the Historical Society has remained the same; and

WHEREAS, the City, the Historical Society, and the Dairy Shrine intend to engage in discussions about updating the 1979 Agreement (updated in 2003) between the three entities relating to building use and expenses in the near future. Any new Agreement may supersede this MOU, provided that both the City and the Historical Society agree to such changes in writing; and

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~~WHEREAS, the Historical Society recognizes the impact of a 15% unplanned wage equity adjustment for the two City employees working at the Museum causing a FY2022 budget shortfall; and~~

WHEREAS, the City and the Historical Society have negotiated that the Historical Society will reimburse \$184,000 of the annual salary for the Museum Director position.

NOW, THEREFORE, the City and the Historical Society agree as follows:

1. The Historical Society shall, beginning January 1, 20263, pay \$184,000 towards the Museum Director's salary each year, as a reimbursement to the City before the end of each calendar year;
2. This Memorandum of Understanding is effective for the budget years 20263, 20274, and 20285; and it shall be reviewed after this initial term. The parties will review this MOU in July of 20285 for a future term.

IN WITNESS WHEREOF, the undersigned have executed this Agreement effective as of the date first appearing above.

City of Fort Atkinson

Rebecca Houseman
City Manager

Dated this ____ day of _____, 20225

Fort Atkinson Historical Society

Dated this ____ day of _____,
20225