



Golden Spike Tower

Board of Directors Meeting

March 20, 2017

Present: Dan Blank, Lisa Burke, Ty Lucas, Tim Malmkar, Jim Nisley, Jennifer Priest, Dalene Skates, Kathy Swain.

Staff present: Kirsten Parker

Skates called meeting to order at 12:00. (Chamber & Development boardroom)

No minutes from January meeting. There was not a quorum present.

Discussion was held on the portal for BOD to retrieve documents needed for the board meetings. The agenda, minutes, committee reports and financial reports will be available to board members. Access will change as needed with new board members joining/departing. This portal will be available before the April board meeting. Parker will share instructions on accessing the information.

Executive Director Report

Parker reported that attendance has decreased slightly. Attendance in February, 2016 was 645, February, 2017 was 636. The average ticket prices was \$5.49 in 2017, in 2016 it was \$4.78. This reflects fewer discounts/comp tickets.

Parker shared that her and the staff are working on new displays that will include more information on the Orphan Trains and the Uniform displays. She showed pictures of the proposed displays and they look great.

Parker is also working with Ali from the Buffalo Bill Ranch on cataloging and inventory of donated items. There are several documents, pictures and items that need to be sorted. Parker is researching a way to display the items.

Finance Committee

Occupancy tax is decreased from 2016.

The Building Fund currently has \$34,000. There was discussion on the balance of that fund and the goals for the fund.

M/ Malmkar The building fund will be kept at a \$20,000 maximum. The remainder will be transferred to the general fund. 2nd/ Swain Motion carried

Discussion was held on altering the procedure on occupancy tax accounting. This will correct any inconsistencies that have occurred.

Employee health care insurance was discussed. The GST will pay 50% of each full time employee's health care premium. (\$206.00 per month) The employee will be responsible for the remaining 50% of the premium.

M/ Lucas Ratify approval of employee health care plan. 2nd/ Blank Motion carried



Executive Director salary/benefit history has been created in a document that will be held by each current BOD chair.

M/ Lucas Accept the proposal from McChesney, Martin & Sagehorn for accounting services in 2017. 2nd/ Malmkar Motion carried

M/ Swain Accept finance report as presented 2nd/ Blank Motion carried

Education Committee

Blank reported a meeting was held with Kruse and Hansen (staff) to discuss involvement with area schools for virtual tours. This would benefit schools that don't have budget allowance for site tours, but may have budget dollars for a minimal fee of the virtual tour.

There was discussion on the switch panel display that would benefit the education part of the tour.

Growth Committee

Malmkar will chair this committee.

Community Engagement

Priest will chair this committee.

Parker will send out a list of committees, a brief description of each committee and an opportunity for each BOD member to engage in the committee of their choice.

North Platte Giving Day (May 3) The project that will benefit from Giving Day this year will be the proposed playground at GST.

Skates asked each board member to contribute to this project on Giving Day.

GST Community Day – May 7, 2017 Parker will be asking for volunteers from the BOD for that day.

M/ Lucas Move into executive session 2nd/ Blank Motion carried

M/ Blank Move into regular session 2nd/ Lucas Motion carried

M/ Swain Pay a stipend of \$458.00 per month to the executive director in 2017. January & February 2017 stipend will also be paid immediately. 2nd/ Lucas Motion carried

Executive Director review will be conducted no later than April 30, 2017.

Lucas excused himself, left the meeting.

RFP Review

M/ Malmkar Close three First National Bank checking accounts, move funds to the following: combine main checking and savings account funds to a main checking account at NebraskaLand National Bank.



Open a Building Fund Account with \$20,000.00 at Equitable Bank.

Close ICS account at First National Bank, move funds to the following:

Open 1 year Certificate of Deposit with \$100,000.00 at a rate of no lower than 1% at Great Western Bank.

Open 2 year Certificate of Deposit with \$100,000.00 at a rate of no lower than 1.5% at First National Bank.

Open 2 year Certificate of Deposit with \$100,000.00 at a rate of no lower than 1.8% at First National Bank.

The balance of the funds from the ICS account will be paid to the Golden Spike Tower.

The Merchant Services Account will be closed at Quickbooks and opened through NebraskaLand National Bank.

Signers on all accounts: Dalene Skates, Ty Lucas, Jennifer Priest and Kirsten Parker.

BOD authorizes Executive Director, Kirsten Parker to carry out the above changes to accounts.

2nd/ Swain Motion carried

Parker discussed a credit card from Great Western that offers a cash back bonus instead of the points based bonus on the current credit card. Parker will move forward on that change.

M/ Priest Adjourn at 1:25 PM.

Respectfully submitted,

Jennifer Priest
Secretary