

AGENDA MUSEUM COMMISSION
January 12th, 2021 6:00 PM
Virtual meeting via Go-To Meeting

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/634139877>

You can also dial in using your phone.

United States: +1 (312) 757-3121

Access Code: 634-139-877

Public comment :

Individuals wishing to address the Museum Commission on items not already listed on the Agenda may do so during the first half-hour; please wait for the current speaker to conclude and raise your hand to be recognized by the Chair for direction. Speakers are required to give their name and address. Please limit comments to five minutes, unless extended by the Chair.

CALL TO ORDER

- ROLL CALL: Elizabeth - Eric - Daliea - Donna - Mike - Loyaf
- APPROVAL OF AGENDA

MEMBERS OF THE PUBLIC & COMMENTS

Mike Middleton, Wasco County Finance

Matthew Klebes, Wasco County

Mary Davis and Denise Dietrich-Bokum, Foundation Ex-Officios

Cal McDermid, Director (currently on Leave)

TREASURER'S REPORT: (attach)

MUSEUM DIRECTOR'S REPORT: (E. Wallis to provide)

FOUNDATION REPORT: (attach)

OLD BUSINESS:

- Vote on December meeting minutes (**attach, vote**)
- Update on projects: (roundtable)
 - Eliz. cameras & wifi boost- drafting husband for help, no word from Seckora
 - Eric - Gardener's Cottage Update (attached)
 - Loyal- Trees down on Tuesday
 - Loyal- jail bars are installed (photos attached)
- 2022 Gala - date selection
- Book inventory project?
- Fencing fixed to everyone's satisfaction?

NEW BUSINESS:

- EW: Travel Oregon (**vote** on spend)
- EW: Destination Oregon
- Scythe from Discovery Center? (photo & description attached, **vote**)

NEXT MEETING: Via Go-To Meeting February 9th, 2021

Adjourn to Executive Session re: Director's Leave of Absence

Fort Dalles Museum and Anderson Homestead Commission Meeting Minutes

January 12, 2021

Via go to meeting

1 (312) 757-3121 code 634-139-877

The meeting was called to order at 6:05

ROLL CALL: Elizabeth Wallis, President- Eric Gleason, Vice President – Dalia Thompson, Treasurer/Secretary - Donna Lawrence- Mike Wacker- Loyal Quackenbush (absent and excused)

APPROVAL OF AGENDA

Dalia Thompson made the motion to approve the agenda Elizabeth Wallis seconded it, motion carried.

MEMBERS OF THE PUBLIC & COMMENTS Mike Middleton, Wasco County Finance. Matthew Klebes, Wasco County. Mary Davis and Denise Dietrich-Bokum, Foundation Ex-Officios. ~~Cal McDermid, Director (currently on Leave)~~

TREASURER'S REPORT: Dalia Thompson deferred to Mike Middleton. We had some postings come in late and some financial staff were absent. Due to the timing of our meetings, there is a rush and sometimes accuracy is off. We are half way through the year and our revenues are very low in comparison to last year. Interest is down because we are only receiving less than a half percent. Personnel is good, however, contracted services are at 94%. Ground maintenance is less than half of what it was this time last year. The fund is in good shape to weather the storm. As of the end of December we have started to use our carry over funds. Dalia Thompson thanked Mike for his work. Mike added that we needed to get our budget team together.

MUSEUM DIRECTOR'S REPORT: (Elizabeth Wallis to provide) None at this time.

FOUNDATION REPORT: (attached) \$11,000.00 donations for the windows in Surgeons Quarters upstairs and downstairs and possibly the Anderson House. Eric Gleason is the "go-to" person for information about how to get the windows. Eric Gleason stated that we will have to work with the manufacturer and install them ourselves. Denise Deitrich-Bokum stated that we should get started on this project now so we can avoid installation during the busy time.

Design Charette: no meeting has taken place yet.

The Foundation needs ideas about applying for a Wasco County Cultural Trust Coalition. Elizabeth suggested sending emails with ideas.

OLD BUSINESS:

Vote on December meeting minutes (attach, vote) Eric made the motion to accept the minutes as amended, Mike seconded it, motion carried.

Update on projects: (roundtable)

Elizabeth Wallis - cameras & wifi boost- drafting husband for help, no word from Seckora.

Elizabeth is going to confer with her husband on getting the wifi boost without tearing up the lawn.

Eric Gleason - Gardener's Cottage Update (attached). Eric did manage to get the siding done, and would like to let it weather in to see if we can get a more consistent look. Eric would like to wait until then before we talk about the staining or painting.

There is still quite a bit to finish, including the eaves.

Loyal Quackenbush- Trees down on Tuesday – A text from Loyal Quackenbush stated that they will be targeting Thursday for that job due to the rain.

Loyal Quackenbush- jail bars are installed (photos attached) There has not been any expense to the Museum for the installation of jail bars. Donna asked if we are keeping track of Loyal's hours and the hours of the Commission. When Loyal was doing the clean up he found another stamp on the bars. Eric will be doing a rubbing to see if he can identify the mark.

Donna Lawrence stated the 15th street may be paved by June 1, 2021

2022 Gala - date selection

Elizabeth stated that there has not been any movement in the Gala date selection. Denise reported that Pendelton Roundup September 16 -22. We should avoid Friday nights. Mike stated Sunday afternoons are good days.

Book inventory project?

Fencing fixed to everyone's satisfaction?

Elizabeth wanted to make sure the fencing was done to everyone's satisfaction. Matthew stated the prongs of the fence had been bent. The fence project is considered done. Matthew Klebes and Loyal Quackenbush can look at it and if they can approve it we will consider it done.

NEW BUSINESS:

Elizabeth Wallis: Travel Oregon (vote on spend) Travel Oregon reached out to the Museum and contacted Elizabeth with suggestions and requests. She asked for photos and wondered if we could add ticket prices. Also the Anderson Homestead is not listed in Google maps as part of the Museum. Elizabeth is initiating a change to that.

Elizabeth Wallis: Dave Jones from Destination Oregon would like to interview someone about the Museum. It would include a short video, filmed Covid-safe, about the Museum. Dalia suggested that Eric be interviewed. Eric said he would like Mary to accompany him.

Scythe from Discovery Center? (photo & description attached, vote) Mary Davis the item was donated many years ago and it has not ever been displayed. Mary stated it could be displayed in the barn with a couple of the others we already have. The Discovery Center has not formally voted to let the scythe go yet. It would be a gift from the Discovery Center. Eric Gleason made a motion to accept the scythe from the Discovery Center. Elizabeth Wallis seconded it. Matthew Klebes asked if it has any different aspects on this scythe from the others in inventory. There would have to be more research to find out. The motion carried.

Concerts for 2021

The woman from Travel Oregon suggested we resume concerts in the park due to it being an outdoor event. In the past we did not have a lot of success in our endeavors. The weather didn't cooperate, there were so many other venues in town.

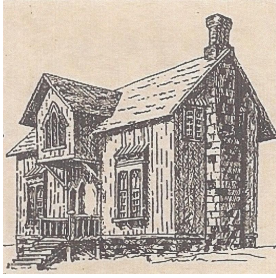
Mike Wacker brought up that there is a potential donation of books for the Anderson Cabin or Museum.

Meeting adjourned at 6:59

NEXT MEETING: Via Go-To Meeting February 9th, 2021

Adjourn to Executive Session at 7:00 p.m. re: Director's Leave of Absence

The Commission concluded the Executive Session at: 7:13 pm.



**Fort Dalles Museum and Anderson
Homestead Foundation**
PO Box 591
The Dalles, OR 97058

FDMAH Monthly Report
December 2020

Fundraising

\$115 for 115 years has been successful and exceeded goals by 166.9% so far. 96 donations have been received totaling over \$10,000. We do not expect many more \$115 campaign donations, but a few may trickle through. We hope to have raised enough funds to cover all the windows in Surgeon's Quarters and Anderson House.

Volunteer Hours: 32 Foundation and 8 Other, total 40, est value (40 x \$20) = \$ 800
Total Expenditures: \$ 21.21 PayPal, \$ 497.40 for stamps, envelopes, other supplies.

Other donations (non-specified) were also received in December.

Financial

Wasco County Cultural Trust Coalition grants are being reviewed to see if we can apply for one. Possibilities are for preservation supplies, additional signage. If anyone has other ideas, please contact a Foundation member. Applications are due Feb 1. Grant awards are typically between \$200 and \$2,000.

Volunteer

For 2020, Foundation members have logged 1,070.75 hours for museum support (museum only, not on Foundation projects), for a total dollar amount of \$21,415.

PR/Marketing/Promotion

No one was able to appear on the Coffee Break show in December. Denise will appear with Eric Gleason in January 2021.

Other projects for 2021 are: recreating a Foundation brochure, creating a Facebook page/presence.

Design Charrette

Design Charrette members from commission are: Eric Gleason, Mike Wacker, and Loyal Quackenbush.

Other

It was a quiet month. Focusing on COVID survival and holidays, such as they were.

Submitted,
Denise Dietrich-Bokum
Mary Davis

01/08/2021

Financial Notes for Museum – December 2020

- 6th month of the fiscal year = 50.0% complete for straight-line analysis

Revenues

- Due to COVID – revenues are down considerably
 - \$1,668 in admissions compared to \$24,544 last year at this time
 - \$144 for admissions in December
- Memberships have not been recorded in December
 - Due to COVID and staffing difficulties through December, there may have been additional receipts that have not been recorded yet
- Wasco County transfer-in has been completely transferred in
- The Dalles Support is right on the straight-line budget plan
- Interest for December has been allocated
 - Interest is down significantly – LGIP dropped to 0.75% in October; last year at this time it was 2.75%
- Reserved Martin Donation has been reviewed, decreased as some spent last fiscal year but interest factored in to result in a net annual decrease of \$1,670
 - Reported on originally for the October statements

Expense

- Personnel is executing at 47.6%, which is within the straight-line budget expectation
 - All Personnel has been posted for December
- Contract Services has executed at 94.9% already - \$9,485
 - Moved the Immense Imagery costs from Advertising to Contracted Services \$1,760 as reported in November
- Advertising is 36.8% - \$1,840; based on last year's costs – this is in a much better position
- Grounds Maintenance – only \$2,495 to date compared to \$5,238 last fiscal year
 - \$350 per month, if this holds this will total to \$4,200 by June 2021; big improvement over last year
 - Side note – the savings here could be considered to make up for the spending on Immense Imagery showing in the Contracted Services
- All other expenses are within the budget expectations
- Total M&S expense is \$17,600 – or 36.2% of appropriation

Summary

The fund is in good shape to weather the COVID shutdown. Total budgeted expenditures are \$91K; Support from Wasco County and The Dalles totals \$45K; This means if the Museum was unable to generate any additional revenue, \$46K of fund balance would be utilized – unreserved fund balance is \$97K. This is a worst case situation for the Museum and assumes there is no opportunity to

reopen before June 2021 as well as no memberships sold in addition to fully expending the expenditure budget. I do not view this as probable, but it is a good to know the Museum has the ability to last the fiscal year and still have a healthy fund balance. Current actual results are \$35,501 in new revenues with \$37,780 in expenses meaning that as of 12/31/2020 the fund balance has only decreased \$2,279.

The focus on selling memberships will help the Museum maintain for the future. This will further mitigate losses suffered by the COVID closures.

Museum
Monthly Financial Report
Fiscal Year 2021 - December 2020

Filters	
Fd	211
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current			Current Year - Prior Year
				Budget Executed	Prior Year Budget Executed	Year to Year % Change	
Revenue							
MUSEUM							
NON-DEPARTMENTAL RESOURCES-R							
MUSEUM NON OPERATING RESOURCES-R							
BEGINNING FUND BALANCE-R							
BEGINNING FUND BALANCE	107,287	96,623	227,973	90.1%	263.6%	-57.6%	(131,349.94)
RESERVED BEGINNING FUND BALANCE - MARTIN DONATION	143,133	143,158	-	100.0%	0.0%	#DIV/0!	143,157.55
BEGINNING FUND BALANCE-R Total	250,420	239,781	227,973	95.8%	98.6%	5.2%	11,807.61
INVESTMENT EARNINGS-R							
INTEREST EARNED	4,992	1,141	2,806	22.9%	78.0%	-59.3%	(1,665.42)
MARK TO MARKET - UNREALIZED GAIN/LOSS	-	-	208	#DIV/0!	#DIV/0!	-100.0%	(208.12)
INVESTMENT EARNINGS-R Total	4,992	1,141	3,014	22.9%	83.7%	-62.2%	(1,873.54)
TRANSFERS IN-R							
TRANSFER FROM ECONOMIC DEVELOPMENT FUND - ONE TIME COUNTY CONTRIBUTION	5,000	5,000	5,000	100.0%	100.0%	0.0%	-
TRANSFER FROM GENERAL FUND - COUNTY CONTRBUTION	17,500	17,500	17,500	100.0%	100.0%	0.0%	-
TRANSFERS IN-R Total	22,500	22,500	22,500	100.0%	100.0%	0.0%	-
MUSEUM NON OPERATING RESOURCES-R Total	277,912	263,422	253,488	94.8%	98.5%	3.9%	9,934.07
NON-DEPARTMENTAL RESOURCES-R Total	277,912	263,422	253,488	94.8%	98.5%	3.9%	9,934.07
ADMINISTRATION-R							
MUSEUM OPERATING EXPENDITURES-R							
LICENSES FEES & PERMITS-R							
ADMISSIONS	13,000	1,668	24,544	12.8%	87.7%	-93.2%	(22,875.75)
MEMBERSHIPS	9,000	20	4,235	0.2%	52.9%	-99.5%	(4,214.50)
MERCHANDISE SALES	1,200	82	2,381	6.8%	79.4%	-96.6%	(2,298.80)

Museum
Monthly Financial Report
Fiscal Year 2021 - December 2020

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current			Current Year - Prior Year
				Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	
LICENSES FEES & PERMITS-R Total	23,200	1,770	31,159	7.6%	79.9%	-94.3%	(29,389.05)
INTERGOV'T REV - NON SINGLE AUDIT-R							
DALLES CITY-MUSEUMS	22,500	9,375	11,250	41.7%	50.0%	-16.7%	(1,875.00)
STATE GRANT/REIMBURSEMENT	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
INTERGOV'T REV - NON SINGLE AUDIT-R Total	22,500	9,375	11,250	41.7%	50.0%	-16.7%	(1,875.00)
MISCELLANEOUS-R	-	-	1,007	#DIV/0!	#DIV/0!	-100.0%	(1,007.25)
CHARGES FOR SERVICES-R	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
CONTRIBUTIONS & DONATIONS-R	6,500	715	4,865	11.0%	74.9%	-85.3%	(4,150.47)
MUSEUM OPERATING EXPENDITURES-R Total	52,200	11,860	48,282	22.7%	55.8%	-75.4%	(36,421.77)
MARTIN DONATION-R ADDITIONAL DONATION	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
ADMINISTRATION-R Total	52,200	11,860	48,282	22.7%	55.8%	-75.4%	(36,421.77)
MUSEUM Total	330,112	275,282	301,769	83.4%	87.7%	-8.8%	(26,487.70)
Revenue Total	330,112	275,282	301,769	83.4%	87.7%	-8.8%	(26,487.70)

Expense

MUSEUM							
ADMINISTRATION-E							
MUSEUM OPERATING EXPENDITURES-E							
PERSONAL SERVICES-E	42,392	20,180	18,714	47.6%	43.8%	7.8%	1,466.21
MATERIALS & SERVICES-E							
ADVERTISING & PROMOTIONS	5,000	1,840	4,581	36.8%	91.6%	-59.8%	(2,741.25)
BLDG REPAIR & MAINT	8,000	46	510	0.6%	8.5%	-91.0%	(464.01)
BOOKS	-	-	630	#DIV/0!	48.5%	-100.0%	(630.23)
CONTRACTED SERVICES	10,000	9,485	-	94.9%	0.0%	#DIV/0!	9,485.00
COPIER - LEASE & MAINTENANCE	1,032	430	534	41.6%	106.8%	-19.5%	(104.37)
DUES & SUBSCRIPTIONS	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
EQUIPMENT - REPAIR & MAINTENANCE	500	170	-	34.0%	0.0%	#DIV/0!	170.00
MAINTENANCE - GROUNDS	7,500	2,495	5,238	33.3%	69.8%	-52.4%	(2,742.67)
MUSEUM EXPENSES	1,500	(5)	1,195	-0.3%	79.7%	-100.4%	(1,200.45)
POSTAGE	500	-	275	0.0%	55.0%	-100.0%	(275.00)
SUPPLIES - FOREST SERVICE	2,000	120	859	6.0%	43.0%	-86.0%	(739.06)
TELEPHONE	1,250	471	659	37.7%	52.7%	-28.4%	(187.28)
TRAINING & EDUCATION	500	-	-	0.0%	0.0%	#DIV/0!	-
UTILITIES	10,000	2,548	3,032	25.5%	30.3%	-16.0%	(484.58)
OUTSIDE PLANT MAINTENANCE	250	-	(40)	0.0%	-8.0%	-100.0%	40.00
SPECIAL EVENTS	500	-	185	0.0%	37.0%	-100.0%	(185.02)

Museum
Monthly Financial Report
Fiscal Year 2021 - December 2020

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
SUPPLIES - MERCHANDISE	100	-	30	0.0%	30.0%	-100.0%	(30.00)
MATERIALS & SERVICES-E Total	48,632	17,600	17,689	36.2%	30.5%	-0.5%	(88.92)
CAPITAL OUTLAY-E	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
MUSEUM OPERATING EXPENDITURES-E Total	91,024	37,780	36,403	41.5%	33.9%	3.8%	1,377.29
MARTIN DONATION-E	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
ADMINISTRATION-E Total	91,024	37,780	36,403	41.5%	33.9%	3.8%	1,377.29
MUSEUM Total	91,024	37,780	36,403	41.5%	33.9%	3.8%	1,377.29
Expense Total	91,024	37,780	36,403	41.5%	33.9%	3.8%	1,377.29

Gardener's Cottage Update January 8, 2021

I am happy to report that we continue to make progress on the exterior restoration project at the Garden's Cottage, and we should be done with the siding by the end of this month.

Loyal found another bundle of cedar shingles stashed upstairs at the Iron Works, and he and Dennis used them, along with the others that we had on hand, to shingle the south side of the Cottage. It looks great, but of course, now it makes the door look a little sorry!

We then put some tarpaper on the west side after patching missing areas of lath. The doorway on the west side also needed some work. The sill on either side of the doorway had rotted and the doorframe had dropped down. After jacking up the door posts, the sill was patched and a new door threshold was fabricated and installed. This will seal up the doorway and stop further deterioration. The door remains nailed shut for now. While cleaning out the decayed area of the sill I found a bunch of old beans! It looks like they had fallen into a gap between the baseboard and the wall. Who knows how long they had been there, but it is possible that they date to the time of the fort! I collected them, and maybe at some point it would be interesting to see if we could germinate them and see if we can grow a new crop of old beans!

In the middle of December the new clapboards were delivered, and we unwrapped them and stored them away until we were ready to put them on. Just this week we were finally ready, and we started to put them up today. The plan is to finish putting them up by the end of this weekend. With luck, and cooperative weather, they should be installed by the time you read this.

After the west wall is done we still have a number of tasks. Glass has to be put back into the transom window on the north side doorway. On the east side the door needs to be restored (it is the only original door left in the structure), and window sash needs to be found or fabricated for the window opening. Bricks still need to be made to repair the infilling in the NW corner, a repair that can be made from the inside of the cottage.

So, still plenty to do, but its getting done!

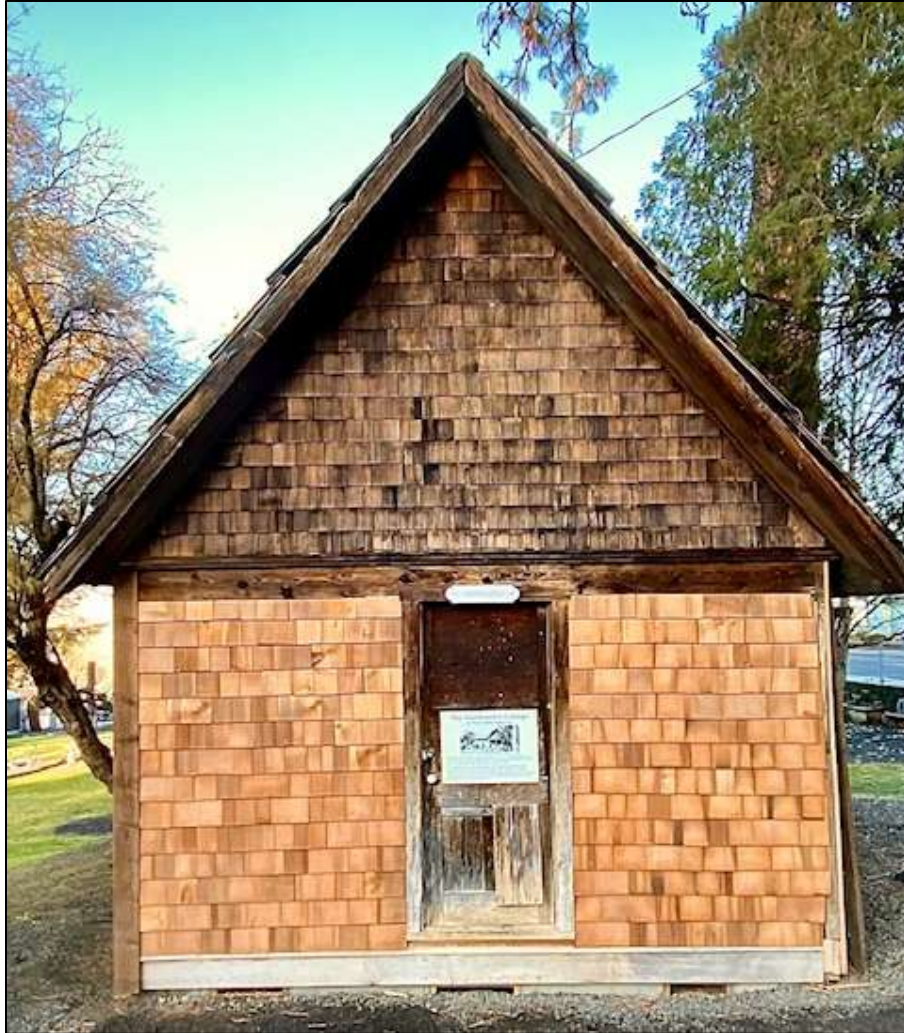


FIGURE 1. SOUTH SIDE OF GARDENER'S COTTAGE WITH THE NEW SHINGLES INSTALLED.



FIGURE 2. PUTTING TARPAPER ON THE WEST WALL.



Figure 3. Sill rot in west doorway, beans found in this location.



FIGURE 4. BEANS COLLECTED FROM THE WEST WALL.



FIGURE 5. WEST SIDE DOORWAY, AND THE FIRST OF THE CLAPBOARDS GOING ON!

Gardener's Cottage, Fort Dalles/Anderson Homestead Museum, The Dalles, Oregon



FIGURE 1: SOUTHERN WALL OF THE GARDENER'S COTTAGE AT FORT DALLES MUSEUM.



FIGURE 2: WESTERN WALL OF THE GARDENER'S COTTAGE, FORT DALLES MUSEUM.

Gardener's Cottage, Fort Dalles/Anderson Homestead Museum, The Dalles, Oregon



FIGURE 3: NORTHERN WALL OF THE GARDENER'S COTTAGE, FORT DALLES MUSEUM.



FIGURE 4: EASTERN WALL OF THE GARDENER'S COTTAGE, FORT DALLES MUSEUM.



FIGURE 5: INTERPRETIVE SIGN ON GARDENER'S COTTAGE, FORT DALLES MUSEUM. NOTE THAT THE BUILDING WAS ORIGINALLY AT THE FORT GARDENS, NEAR WHAT IS NOW 12TH AND UNION. THE "ADDITION" (VISIBLE IN THE ABOVE PHOTO AT THE 13TH AND LIBERTY LOCATION) IS NOW BELIEVED TO BE PART OF THE ORIGINAL STRUCTURE, REMOVED DURING THE 1930S RELOCATION.

Gardener's Cottage, Fort Dalles/Anderson Homestead Museum, The Dalles, Oregon



FIGURE 6: ORIGINAL SHINGLES FROM THE GARDENER'S COTTAGE, IN THE FORT DALLES MUSEUM COLLECTION. PHOTOS SHOW THE RELOCATED BUILDING.

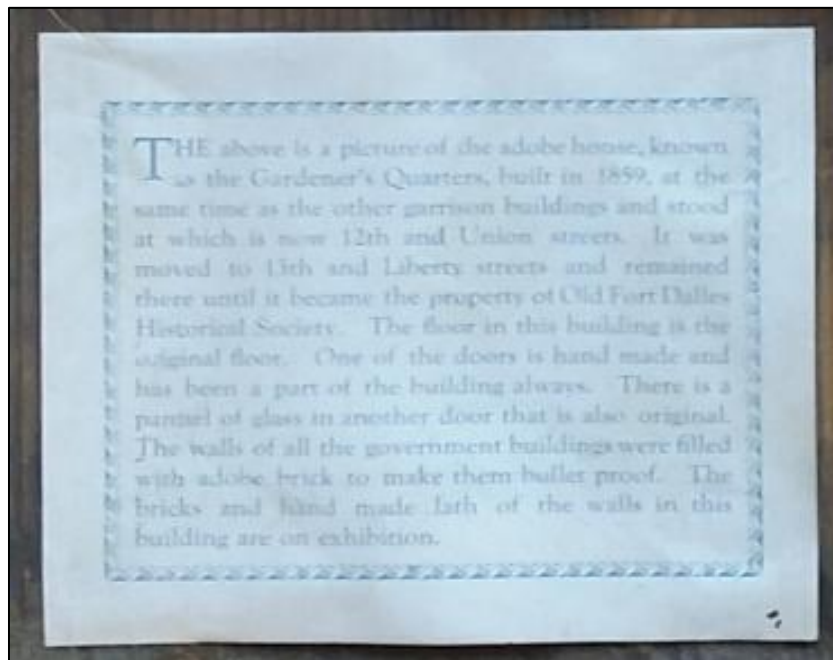


FIGURE 7: CAPTION ON SHINGLE IN THE FORT DALLES MUSEUM COLLECTION.



FIGURE 8: EASTERN SIDE OF GARDENER'S COTTAGE AFTER THE 1930S MOVE.



FIGURE 9: NORTHERN SIDE OF GARDENER'S COTTAGE AFTER THE 1930S MOVE.



FIGURE 10: INTERIOR VIEW OF GARDENER'S COTTAGE.



FIGURE 11: DETAIL OF TRIM AROUND INTERIOR DOORWAY, THE SAME MOLDING PATTERN AS IN THE 1856 SURGEON'S QUARTERS.



FIGURE 12: DISPLAY FRAME SHOWING BRICK INFILLING OF EXTERIOR WALLS.



FIGURE 13: DISPLAY FRAME SHOWING HAND SPLIT LATH ON INTERIOR WALLS.



FIGURE 14: WESTERN OUTSIDE WALL SHOWING LATH AND MUSLIN BACKED WALLPAPER ON WHAT WAS AN INTERIOR WALL.



FIGURE 15: WESTERN EXTERIOR WALL SHOWING LATH, AND BRICK INFILLING.







Object Name: Scythe

Nomenclature Category 4: Tools and Equipment for Materials

Classification: Agricultural T&E

Donated: 3/25/1998, by Milton and Shirley Skov

Description: Scythe with a curved metal blade, 31" long. Blade tapers from 4" to sharp point. Wood handle is 60" curved. (2) wood handles 4.5" long. Donor's grandparents farmed with this scythe in Minnesota. "Has been in the family as long as anyone can remember."

1998.15.1

WCD 11786A

