

## **SPECIAL GSM BOARD MEETING MINUTES November 22, 2009 @ Ed & Sandy Steffners' House**

**PRESENT:** Dick Bottenberg, Ed Steffner, Sandy Steffner, Paul Jansen, Theresa Tweet, Alan Smith, Doug Zbikowski, and Katie Paul.

The meeting was called to order by Dick B. with a quorum present. Dick B. called the special meeting of the board following the Marker Committee Meeting of Nov. 19, 2009, per request of Doug Z. Doug Z. and Ed S. have requested that GSM apply for another grant from the MN Historical Society to install more needed markers next year. The grant is to be submitted by November 23.

Doug Z. presented the draft of the 9 sites that are included in the Legacy Grant proposal as were identified by the DNR. Doug identified them all as being shovel ready. The parameters of the proposal were discussed with Doug presenting a graph of the locations and estimated finances identified. The proposal is due tomorrow Nov 23 – and Doug anticipates we could have the result by the end of the year.

Doug presented his proposal which included: Project Personnel- Director (Doug), Treasurer (Ed S) and Officer (Dick B), a work plan and a timetable. Dick B. refused the position of Officer. Ed S. agreed to take on the joint position of treasurer and officer, as a liaison to the board. Ed will also contact the insurance agent to address continuing insurance and liability coverage for another year and through this project. Doug also identified that the proposal calls for another person to assist with a final evaluation of the project with surveys after the completion of the markers.

The planned proposal addresses payment of individuals for time spent on the project. The rate per hour has been projected @ 16-20 \$ /hr. Those present felt that this is a reasonable approach. Ed refused hourly payment, but would like reimbursement for expenses, as in the previous grant project. Since Doug will be seeking hourly payment, discussion continued with attempts to identify Doug's potential position outside of GSM. Before accepting the proposal, Doug will need to decide if he will be an ~~independent~~ employee or an independent contractor. Ramifications of both potential positions were discussed with Doug stating he anticipates being an independent contractor. Paul J. verified this is in keeping within the regulatory parameters of a non profit organization.

The total estimated size of the Grant request is \$80,000.00 to cover the 9 state park locations.

\*Please reference the attached estimated expenses per location per Doug's graph.

\* Also included is Ed S.' projected vs actual expenses of the 2009 Sesquicentennial Grant Marker Project –Completed.

Due to hard and fast timeline and financial concerns, the board directed Doug to address a contingency plan within his proposal that would give flexibility to potential timeline and financial overages.

Paul J. suggested that the GSM Board prepare a contract as a written agreement with Doug Z. as an Independent Contractor, describing expected accomplishments.

Alan S. motioned that the board approve the completion and submission of the grant application with the understanding that the additional details will be worked out. Dick B. seconded the motion. The motion was voted on with 5 voting for approval and one against.

The meeting was adjourned at 6:30 PM.

Respectfully submitted by Sandy Steffner, Secretary

Payment for Members