

**Final: Friends of the Chalet meeting, December 12, 2013 at 6 PM at the home of Doris and Dean Streiff.**

**Attending:** Dean Streiff, Doris Streiff, Sandy Blum, Kim Tschudy, Todd Larson, Melissa Scholz, Shirley Lueschow, Nancy Streiff, Mary Statz, Amy Budsberg, John Wright, Denise Anton-Wright, Beth Luchsinger, Ruth Elmer

**Old business:** October minutes were corrected and approved. They have since been posted on the Village website. Kim Tschudy continues his search for an available consultant to assist us in our quest for the National Historical Registry. We continued prioritizing usage of our SW Community Grant to first getting a professional architectural study done, as discussed with Charlie Quagliana. Secondly we want to proceed in the National Registry process as mentioned. Important also are researching archival and custodial best practices, so as the best possible care is being taken of the collection, and lastly, to develop a business plan.

**New Business:** Todd Larson introduced us to Melissa Scholz, Non Profit Law LLC who has made herself available to us.

**Publicity:** We talked about a bulk mailing to bus companies, notably Presley. We are prioritizing reaching out to bus companies as they are vital to our success. Within the next four months, we may hold a fundraising, “Evening out,” mentioning Culver’s, the Fat Kat, Sugar River Pizza or Barnaby’s as possible sites. Beth Luchsinger, a new volunteer, (!) is also with the Green County Tourism Board. She will confirm if they offer grant money for public relations work. We agreed upon our hours being, again, 10:00 AM to 3:00 PM Saturdays, May through October, and additionally being open those hours both Saturday and Sunday on festival weekends. Amy Budsberg is coordinating with Nic Owen in getting the correct hours into the Chamber’s visitor’s guide. Todd and Amy have attended some Chamber of Commerce meetings. We will continue to try and send a representative.

**Fundraising:** Sandy continues her work on the National Trust Grant, due in February after approval of the Village. Mary is working on the NEH grant. Kudos to Mary and Sandy. We discussed having a hot chocolate, campfire event coinciding with Winterfest. We may have a spring open house, this one being more child oriented.

Many thanks to Doris and Dean for their wonderful hospitality!

The meeting was adjourned at 6:58 PM.

**Final: Friends of the Chalet meeting, November 21, 2013 at 6:30 PM**

**Attending:** Dean Streiff, Doris Streiff, Mary Statz, Sandy Blum, Ruth Elmer, Nic Owen, Kim Tschudy, Greg Thoenke, Amy Budsberg

**Old business:** Minutes from our September meeting were approved, as were those from our strategic planning meeting in October. The museum has been winterized by Mary, Sandy, and Peter, with the help of Katie Elmer. The usual items were stored, and this year

more items were taken down or covered. The heat is turned down. The Chalet took in \$2798.00 this past year, \$1500.00 of which was from bus tours. We had 30 visitors for our open house and several new people expressed an interest in volunteering. We hope to train at least three new guides. Mary continues to recruit high school students in search of service hours.

**New business:** A motion was made by Amy Budsberg and seconded by Mary Statz to have Sandy Blum continue her duties as president, Todd Larson as vice president and Ruth Elmer as secretary.

**Fundraising:** We were the recipient of a \$4000.00 grant from the Community Foundation! We are very appreciative! We have bids to get a historical structure evaluation and as mentioned before, hope to apply to the Historical Registry. Some monies could be used for building maintenance or to get professional advice on our collection. Assistance in formulating a business plan was also mentioned. We are applying for the National Trust grant and the NEH. Mary has already done much of the groundwork on this. She, Sandy, and Amy are going to meet with John Wright and Denise Anton-Wright, as they have experience in grant writing and have offered to assist. The rolling grant application is due on 01/04/2014. The National Trust, which Sandy is working on, does have matching funds and is due in February. We discussed having a winter fundraiser.

**Publicity:** Amy Budsberg suggested that we continue the end of season open house. We could possibly hold a kid's treasure hunt with ice cream or stickers as prizes. We still hope to place sandwich boards throughout the business district. Nic Owen is going to get back to us with any ordinances or restrictions regarding these. We plan to have a presence this next year at the Heidi Festival, the Tell Festival, as we did last year, and at Cheese Days in Monroe.

**Plans for next year:** Sandy has attended several Park and Recreation Committee meetings. Increases in our admission fees to \$8.00, with \$7.00 for senior citizens and \$5 for children have been approved. Discounting for larger groups was discussed. Mary Statz's position is, at this point, approved through year 2013. We have also been attending some chamber of Commerce meetings and have been invited to a meeting at the Historical Society. It was mentioned that Hawk's Inn, another volunteer run museum, was having an open house, December 7-8, if anyone was interested in going.

The meeting was adjourned at 7:20 PM. Our next meeting will be a wine and cheese holiday celebration, hosted by Dean and Doris Streiff at their home on Thursday, December 12, 2013 at 6:00 PM.

### **FRIENDS OF THE CHALET MEETING, SEPTEMBER 12, 2013**

**Attending:** Doris Streiff, Todd Larson, Kim Tschudy, Sandy Blum, Ruth Elmer, Amy Budsberg,

**Old business:** The August minutes were approved with minimal corrections added to the final August minutes.

**Treasury:** No new business. Todd and Sandy are to meet with Lyn, Village Clerk, this Wednesday, 09/18/13, to learn about the Chalet's various accounts and their utilization. We also need to pay attention to any grant stipulations.

**Fundraising:** The Southwest Community Foundation grant, applied for by Doris, will make its choice in October. We discussed applying to the National Endowment for Humanities, NEH, in January, and the National Trust, perhaps sooner. Mary will spearhead these applications. Denise has experience with NEH grants and Mary will approach her for assistance in that process. Rick Bernstein with the Wisconsin Historical Society is meeting with Doris, and other Friends this next week.

**Publicity:** We plan to have an open house in October for the community, Village Board, local businesses and members of Green County Tourism Board. Sandy will chose the date after checking with school and sporting event schedules. Amy is going to check on the possibility of Brewery coupons, groupons and other cross marketing options.

**Fall and winter:** We plan to attend Park and Recreation budgeting meetings. We discussed possibly increasing our entrance fee to \$8, with seniors, \$7. We may participate in National Free Museum Day next year. Is it possible to accept credit cards? This has been a frequent request by our visitors. The internet is no longer in the museum. Is a Smart phone possible? We, also, plan to attend some Chamber of Commerce meetings. Sandy will look into any Monticello FBLA members interested in volunteering next year. We discussed our winterizing plan, storing some artifacts, taking down plantings etc. A deep cleaning is necessary. Amy will continue working on the inventory and also do some scrap booking

The meeting was adjourned at 7:45 PM.

**FINAL: FRIENDS OF THE CHALET MEETING, August 8, 2013 @ 6:30PM.**

**Attending:** Doris Streiff, Todd Larson, Amy Budsberg, Nic Owen, Sandy Blum, Mary Statz, Ruth Elmer

**Approval of July minutes:** Minutes were approved with the clarification the Christmas ornaments donation by Esther Zraggen. She is donating them to us, but will hold on to her inventory, and give additional boxes to us, as needed.

**Old business:** Kim Tschudy is again looking into the Registry. Alice Morehouse has again filled out our corporation paperwork and paid the fee. Thank you.

**Fundraising:** Doris and Dean Streiff with the assistance of Todd Larson are exploring the possibility of another grant. One application is in progress.

**Publicity:** Amy Budsberg suggested that we get a booth or some way of distributing brochures and selling ornaments this Labor Day Weekend at Art in the Park. Ruth will determine the chairman of the event and explore possibilities. We should also have a

presence at the Tell Grounds. We will look for volunteers to make sandwich boards for us, to be placed in various spots in the village. This could be high school seniors' projects. We continue to explore mailings to Green County Tourism and bus companies. Sandy e-mailed Epic, Meriter and Physicians Plus, suggesting an employee discount with their assistance, however was unsuccessful. Tere Dunlap wrote a great article about our efforts for The Monroe Times. We will attempt to get our hours into the Community Calendar at the Times. At this time, not counting the buses, we have had approximately 90 visitors this year. Todd Larson reiterated that sustainability is our goal.

**Staffing:** Mary Statz has been hired by the Village, into a paid position for the Chalet, through at least October of this year! Congratulations and welcome Mary! The Village will set the terms of reference and will oversee Mary's work, in ongoing consultation with Sandy Blum, Chairman of Friends of the Chalet. We are discussing being open on Saturdays in September. We are reminded to leave the AC set at 76 degrees. Friday is our recycling pickup day.

**Maintenance:** Nic is aware of our requests and at this time is planning on having mortar work done. Lawn mowing is contracted through the Village, with Wirth's. Nadine Teisberg has volunteered at times. These plans will be re-looked at for the next year.

**Plans for winter:** Sandy encountered a professor from Milwaukee, who suggested, possibly supplying student volunteers to assist her. Mary will follow up with this. Edgewood College could be another source, Amy will explore this, possibly finding students needing projects, such as assisting with the inventory. We may work on an art board, depicting photos of the museum and its history. Kim Tschudy has photos of the Chalet's construction!

The meeting was adjourned at 7:37

**FINAL: FRIENDS OF THE CHALET MEETING, JULY 11, 2013 @ 6:30PM.**

**Attending: Mary Statz, Sandy Blum, Doris Streiff, Dean Streiff, Todd Larson, Ruth Elmer, Nadine Teisberg, Amy Budsberg**

**Old minutes:** A correction was made to fundraising: Doris and Dean are continuing to pursue grants, however will wait until the end of the summer season to actually apply. Since our minutes will now be posted onto the Village website, by Nic Owen, we will no longer circulate them until approved at the next meeting.

**Financial:** Peter Etter sent a message that he deposited \$280. An job description and ad for a guide position has been printed in the Post-Messenger. Our goal continues to be sustainability. We need to have a better understanding of the Village financial statements sent to us from Lynne. Sandy will touch base with her. The possibility of taking debit/credit cards in the future was discussed. We should have a presence at the Park and Rec department's budgeting meeting.

**Staffing:** We ask that Friends of the Chalet be notified by the Chamber when buses are coming in, as we could have more staff available. We will provide a call list. It was decided not to be open on Fridays. We hope to be open every weekend in August. A sign-up sheet is available.

**Publicity:** Nadine did an excellent job on our new green laminated brochures. New signage at the museum, orchestrated by Todd Larson, has already increased our pedestrian traffic interest. At this time, no businesses have expressed interest in providing \$1 off coupons or other incentives. Most businesses are aware of our increased hours. We may put a sandwich board, advertising the museum, at various locations downtown. As mentioned earlier this year, Esther Zraggen of Esther's Imports continues to donate our Christmas ornaments, which are proving to be very popular. Doris suggested advertising by providing cookie samples, (braetzli!) The Historical Society has expressed interest in our hours, so as to inform their visitors. We are considering having a wine and cheese open house early in fall, inviting local business owners.

**Fund raising:** As above, Doris and Dean continue to pursue grants, and applied for one earlier today. If approved this would need to be signed by the Village Board by October 1.

**Miscellaneous:** Amy Budsberg is working on an inventory. Nic Owen has received our maintenance request list.

The meeting was adjourned at 7:25 PM.

FRIENDS OF THE CHALET MEETING, June 13, 2013 FINAL

**Attending:** Sandy Blum, Todd Larson, Amy Budsberg, Nic Owen

**Old business:** An addition to the May minutes in the staffing section, regarding number and placement of keys, should read, "Will be worked out with the village." Nic gave the official permission for our minutes to be posted on the village website. We will now not circulate them until they are approved at the next meeting. Posting them to Facebook was also discussed, and per Amy, could be easily done as notes.

**Publicity:** Brochures have been distributed to the following businesses: Ott Haus, Glarner Stube. Art and Soul Gallery, Toffler's, Swiss Aire Motel, New Glarus Hotel, Bramble Patch, Cut Loose, New Glarus Bank, (across from winery,) Esther's Imports, Fat Cat, New Glarus Brewery, New Glarus Bakery, Sugar River Pizza, (NG), Duluth Trading Center in Belleville, Lynch Gifts, (Christmas House,) Glarnerladen and the library.

Amy offered Art and Soul employees free admission for sending other art fans our way. This was ratified

High school girls will pass out brochures on main streets during festivals and we will sign off on their volunteer hours.

**Fund raising:** Todd announced we have received no monies from the Jeffries Foundation, but that they could still be a good reference source for us. Dean and Doris Streiff are still pursuing two other funding sources. They will continue to contact consortiums, however not schedule anything at this time. The committee agreed to wait until the end of summer to actually apply for grants, as we will then have better data in regards to public attendance, support and momentum.

**Staffing:** Sandy announced that Parks and Recreation approved a \$3000 funded position from the Village budget, for staff at the Chalet. Thank you! The Village Board encourages members of the friends of the Chalet to apply. Volunteers are to count the money at the end of the weekend and e-mail Peter Etter. Nic requests that all volunteers sign a waiver form, available at the Village Hall, our meetings, or at the Chalet.

The next meeting will be at the Village Hall on Thursday, July 11 at 6:30 PM.