

AGENDA MUSEUM COMMISSION

April 13th, 2021 6:00 PM

Virtual meeting via Go-To Meeting

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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 - ~~Dalea~~ - Donna - Mike - ~~Loyal~~
- APPROVAL OF AGENDA

## **MEMBERS OF THE PUBLIC & COMMENTS**

Mike Middleton, Wasco County Finance  
Matthew Klebes, Wasco County, Administrative Services Director  
Mary Davis and Denise Dietrich-Bokum, Foundation Ex-Officios  
Cal McDermid, Director  
Julie Renyolds, guest

**MATERIALS-** (will be addressed per agenda, below)

MARCH MINUTES  
FOUNDATION REPORT, PROPOSED PLAQUE PICTURES  
PICTURE OF GUARDHOUSE BARS  
FINANCIAL REPORT AND NOTES  
MUSEUM DIRECTOR'S REPORT  
PICTURE OF TREE STUMP

## BUILDINGS AND GROUNDS REPORT

### NEW BUSINESS:

- Financial reports- **attached** Mike M.
- Fort Dalles is open!
- Website updates - **share screen** suggestions welcome
- Foundation Monthly report **attached** - Denise and Mary
  - Proposed plaques **photo attached**
  - Window cleaning?
  - Sign at Quartermaster's Foundation w/ Cultural Trust grant?
- Director's Report - **attached** Cal & additions to the to-do list?
  - Stain for the concrete block wall
  - LED's for hallway at AH between kitchen and sewing room
  - Cleaning up the granary
  - Chinking of the barn
  - Leaning ponderosa pine in alley?
  - Gardener's cottage on hold for now
  - Flower beds
  - Report from radio show?
- Building and Grounds Report **attached** - Eric
  - Guardhouse bars **photo attached**
  - Tree removal, Eliz & Cal's conversations w/ neighbors
  - New Wagon building
- Martin money earmark - everyone. Mike W. requested
- Continuation of on-line meetings vs. in person? Eliz.

### OLD BUSINESS:

- Vote on March meeting minutes (**vote**)
- Julie Renyold's Commissioner status & hopeful welcome!
- Update on projects:
  - Stump grinding? **Photo attached** Eliz. for Loyal. Pine & chestnut?
  - City and County influx to cover covid closure - Eliz & Mike M.
  - Wireless and cameras for the grounds - Eliz.
  - SVOG - Eliz. and Matthew
  - We're going to miss you, Donna!

**NEXT MEETING: Via Go-To Meeting May 11th, 2021**

Fort Dalles Museum and Anderson Homestead Commission Meeting Minutes  
4.13.2021

Via Go-To Meeting

Called to order: 6:07 pm

ROLL CALL: Elizabeth Wallis, President- Eric Gleason, Vice President – ~~Daliea Thompson, Treasurer/Secretary~~ (absent and excused) - ~~Donna Lawrence~~ (resigned 4/10/2021) - Mike Wacker - Loyal Quackenbush (absent and excused)

No quorum

Approval of Agenda- No vote due to lack of quorum

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, Julie Reynolds

TREASURER’S REPORT: Provided by Mike Middleton. Revenues being hammered by Covid. Expenses being executed within expectations, the exception being Buildings and Grounds Maintenance, due to the wind damage of the January 2021 storm. Mike will be transferring money out of our Contingency budget to offset some of our lack of revenues.

MUSEUM DIRECTOR’S REPORT: Provided by Cal. Fort Dalles is open on Saturdays from 10-5 & by appt. We have been getting visitors, Cal is building out the volunteer roster. Cal and the volunteers are keeping guests distanced around the complex and reminding them to wear masks. There have not been any issues with compliance. Cal would appreciate more volunteers, which will dictate if we can add in additional open hours. Mary has been accessioning items at the AH manually, as Daliea has the laptop and the wireless is limited.

Elizabeth Wallis reports on changes to the website, namely the addition of a “Media” tab which highlights other sites, stories where FDMAH is mentioned.

FOUNDATION REPORT: Provided by Denise. Fundraising has been going very well, over \$12k raised for UV filters for the windows. Pursuing having the windows cleaned prior to installation of the filters. Depending on the cost of cleaning, there may be enough to put UV filters in the AH as well as the SQ. Matthew Kleebes asked Denise if the style of the signage is the same as other Historical Markers in the area and Denise confirmed. Matthew approved the signs per the design Denise provided. Regarding the plywood protectors for the jailhouse bars, Denise recommends marine plywood for weather durability. The plywood protectors and the Historical Marker signs will be paid for with a grant that the Foundation was awarded. The Foundation will not be taking the

lead in pursuing the SVOG but will assist as requested. Denise and Cal were on the Al Wynn radio show. No progress on the Design Charette. Has been renamed the Wagon Building Stakeout. There will need to be an archeological dig before moving forward on expanding the Wagon Building.

Elizabeth and Cal ask Denise if there was enough money in the Cultural Trust grant to put in a plaque at the Quartermaster's Foundation. Denise responded that addition would change the scope of work of the grant and does not feel it is appropriate to change the scope. Discussion tabled for now.

Mike Middleton has been walking to the Museum on Wednesdays to connect with Cal for handoff of bills and other receipts.

Elizabeth and Cal created a small to-do list during a walk through in late March. Elizabeth agrees to obtain a new bid for spraying the concrete wall in front of AH. Cal is asked to buy a LED light fixture for the AH hallway and arrange to have it installed by Tanner. Mary is asked about a leaning ponderosa pine in the alley, believing it to be city property. Elizabeth asks Cal to contact the city to determine if the tree is an issue. Mary is also concerned about a tree to the direct East of the AH. Mike Wacker and Julie will take a look at the flower beds to see what needs to be planted. Eric has been having difficulty sourcing rope for the chinking of the barn. Mike W mentions there are a few spots at the AH that need chinking as well. Denise mentions that the floor in the AH between the kitchen and the sewing room feels spongy, Elizabeth doesn't feel that it is an immediate concern, Eric offered to see if it was something that could be supported, perhaps from the underside. Granary project to be put on hold for the time being.

Building and Grounds report: Eric submitted a report. Canoe log was moved to the Discovery Center to much acclaim and at no cost to FDMAH. Conversation about alternative material choices for the jailhouse bar signs. Moving forward with plywood as initially suggested.

Elizabeth spoke to contact Mary Lee Hattenhauer, who owns property across the street from the SQ and had expressed concerns about the ponderosas which have now been removed. M Hattenhauer offered to make a donation to the FDMAH to help offset the cost of the tree removal and appreciated the Commission's communication and care for the grounds. Elizabeth will follow up with M Hattenhauer.

Conversation about the stumps that need to be ground at the corner of 15th and Garrison. Some people had suggested leaving one of the stumps as a sitting area. This was discussed and decided against. Josh will return to grind the stumps and be asked to be careful around the freshly planted grass.

Regarding the new Wagon building- Elizabeth mentioned that she was aware that the Foundation was pursuing the purchase of neighboring property. The Foundation did not have an update. Eric is under the impression that the Martin money could be used to

pay for a new wagon building.

Mike Wacker had asked for clarification about the structure of the Martin donation to be added to the agenda. Daliae is not in attendance for this meeting, so Elizabeth expresses concern that we could get clarity without her perspective. Eric clarifies that the Martin donation was intended for ongoing repairs at the Anderson House and a wagon building. Mike W. is concerned that the money has not been spent over a long period of time. Eric says that some of the money has been spent on AH repairs but the amount set aside for the wagon building has not been accessed, and that it is seed money for the wagon building. Mary suggests that it was difficult to ask for the additional money needed for a new building when so much of the grounds were suffering from deferred maintenance. Mary also mentions that with the newly removed trees, there are other options for expanding the wagon and vehicle buildings.

Elizabeth asks the group if they wish to continue on-line meetings. Eric reminds us that in the past the Commission has met at the grounds during warmer months. Most of the group prefers to continue on-line. Elizabeth brings up that she met with the County IT Director Andrew to discuss the need for enhanced wireless and security cameras throughout the complex, which would impact our ability to have meetings on-site.

No vote was taken on March minutes, lacking a quorum.  
Julie's appointment to be voted on at the next City Council meeting.  
Elizabeth updates on the SVOG and does not believe that FDMAH qualifies.

A card and flowers were delivered to Donna Lawrence thanking her for her service.  
Elizabeth and Donna sent flowers to Daliae for the loss of her father.

Eric requested a letter of thanks to the PUD for moving the log. Mary says that she provided free admission to the workers on site the day of the move. Cal was asked to send a thank you letter to the PUD and especially Ed Ortega as lead.

Mike W. and Julie would prefer to have a Commission discussion about historic plants before moving forward with replanting the flowerbeds.

Meeting adjourned at 7:29.

**FORT DALLES MUSEUM/ANDERSON HOMESTEAD**  
**March 2021 DIRECTOR'S REPORT**  
**For April 13, 2021, Museum Commission Meeting**

A report taken from the daily logs for the month of March 2021:

Admissions collected in March 0

Cruise Ship admissions in March 0

Friendship renewals for March 2021: \$160.00

Donation \$ 105.00

Total Volunteer Hours for March: 85.75

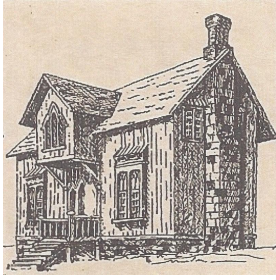
Verification and recording of collection items in the Anderson House continues, but is approaching completion. Many items including much of the furniture had never been accessioned and that has been addressed. A determination was made if items should be entered into the collection or designated as a prop.

I walked through the entire complex with Commission President Elizabeth Wallis. The grounds are coming back after January's tree event.

I have been in contact with almost all the volunteers and many of them are anxious for the Museum to open. Several volunteers are planning to help with last minute cleaning before opening.

A very short report for March but wait until April. Lots have things have been addressed in the first two weeks.

Respectfully Submitted



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

**FDMAH Monthly Report**  
**March 2021**

**Fundraising**

Contributions continue to dribble in for the \$115 Campaign, totaling \$ 12,112.50. We have already begun work on this project. Eric Gleason measured the windows for the inserts using a laser measuring tool that we leased from Indow (rental fee will be deducted from final invoice).

**Financial/Grants**

The Wasco County Cultural Trust Coalition (WCCT) Grant was awarded for the full amount requested, \$1330.00. Funds were received with few requirements and restrictions. If we do not use all the funds, we must return the unused portion, so any who will be working or procuring materials for this grant must submit all invoices and receipts to prove we have used the funds. We also quoted volunteer labor hours, so any time spent on activities for this grant should also be submitted to Denise. A final accounting is required within 30 days after completion. The only other requirement is that we must include the following statement *“supported by a grant from the Wasco County Cultural Trust Coalition with funds from the Oregon Cultural Trust to support Oregon’s arts, heritage, and the humanities”* in all media announcements, marketing materials and information campaigns. Please see the attachment for a preliminary design layout for the historical plaques.

Refer to 2<sup>nd</sup> photo for mockup for mounting of interpretive signs. We need to procure, cut, stain or paint and mount the plywood as soon as possible for these signs. As the Guardhouse Bars stand, they are a trip and head banging safety hazard. In the budget for the grant, we quoted marine plywood, which is heavy, but also will better withstand the elements than regular outside plywood.

Foundation is not taking the lead on the Shuttered Events Fund thru the SBA but will provide support during the application process as directed/requested.

**Volunteer**

Volunteer Hours (Museum support) for March were 80, est value (80 x \$20) \$ 1,600.

**PR/Marketing/Promotion**

Denise Bokum and Donna Lawrence appeared on the KODL Coffeebreak in March 2021. Cal McDermid and Denise Bokum will appear on April’s program. Be careful when having conversations during commercials. AI does not always turn off the guests’ mikes & people who listen to the live feed with a scanner can hear the conversations.

Still “in the works” is an update to CCC (Columbia Community Connections) for an update to the museum repairs.



### **Design Charrette**

Renamed New Vehicle Stakeout for now. Right now, working under the assumptions that we will not be able to purchase the property adjacent to the lot where vehicle shed is. Randy Kaatz, Dennis Davis & Loyal Quackenbush have been working to review the space and preliminary measurements to determine obstacles and feasibility of construction of a 40' x 60' enclosed building located where the current 3-sided shed stands. Today, Apr 9, a group of four plan to take plot and elevation measurements. They will use a laser to get accurate on-site measurements, which allow us to create the basis for site development and the design charrette meeting.

### **Other**

We have not had any or enough PayPal donations to determine if the changes to the functionality are working or improved the reporting. The next Foundation meeting is Mon, May 17.

Submitted,  
Denise Dietrich-Bokum  
Mary Davis

04/09/2021

## Financial Notes for Museum – March 2021

- 9<sup>th</sup> month of the fiscal year = 75.0% 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
  - No change from December
- Memberships are down significantly
  - Due to COVID and staffing issues this is executing at 28.7% instead of the 82.1% from last fiscal year
  - \$5,265 down compared to last fiscal year at this time
  - In March, the gap increased by \$1,485
- Wasco County transfer-in has been completely transferred in
- The Dalles Support is right on the straight-line budget plan
- Interest for March has been allocated
  - Interest is down significantly – LGIP dropped to 0.60% in January; 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
- Total revenue (resources) down \$23,593 from last year at this time
  - Includes the beginning fund balances – if removed from consideration revenues are down \$35,401

### Expense

- Personnel is executing at 71.2%, which is within the straight-line budget expectation
  - All Personnel has been posted for March
- Building Repair & Maintenance is \$14,066 compared to \$6,551 last year at this time
  - This is due to the wind damage repair work in March \$2,500
- Contract Services has executed at 161.8% already - \$16,185
  - \$6,600 crane rental for tree work
- Advertising is 91.9% - \$4,597; based on last year's costs – this is \$1,024 better than last year
  - \$1,639 was paid in March to Certified Folder Display
- Grounds Maintenance – only \$3,195 to date compared to \$5,588 last fiscal year
  - \$350 per month, it 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 \$44,667 – or 91.8% of appropriation for M&S

### **Summary**

The overall appropriation is at 82.2%, in FY20 for April – June expenses were \$21,320 while FY19 has \$27,882 for the same period. The budget has \$16,187 in available appropriation. This means the Museum is on track to need to utilize between \$5K and \$11K in general Contingency. FY19 had some inflated costs, and FY20 had the COVID shutdown. This means the need is probably somewhere in the center. A budget change for \$8,000 is recommended. The Contingency has \$196K available – with \$143K of that meant for Martin Donation purposes. This means there is \$53K available of general Contingency. \$8K is within the 10% so the Budget Change process is simplified although it still requires the Board of County Commissioners to approve a resolution.

While I strive to keep the minutia of budget maintenance out of the way of the Museum Commission, it is needed to discuss the budget change before moving forward on it.

Another point on budgeting – the Budget Expansion for the \$12,500 in FY22 was recommended by the Management Team and will be going to the Budget Committee with that recommendation. For context, it was not even slightly controversial. I expect this to be the same at the Budget Committee.

**Museum**  
**Monthly Financial Report**  
**Fiscal Year 2021 - March 2021**

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	
<b>Revenue</b>							
MUSEUM							
NON-DEPARTMENTAL RESOURCES-R							
MUSEUM NON OPERATING RESOURCES-R							
BEGINNING FUND BALANCE-R							
BEGINNING FUND BALANCE	107,287	96,623	83,145	90.1%	96.1%	16.2%	13,478.06
RESERVED BEGINNING FUND BALANCE - MARTIN DONATION	143,133	143,158	144,828	100.0%	100.0%	-1.2%	(1,670.45)
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	1,511	4,254	30.3%	118.2%	-64.5%	(2,743.41)
MARK TO MARKET - UNREALIZED GAIN/LOSS	-	-	462	#DIV/0!	#DIV/0!	-100.0%	(461.84)
INVESTMENT EARNINGS-R Total	4,992	1,511	4,716	30.3%	131.0%	-68.0%	(3,205.25)
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	263,792	255,189	94.9%	99.1%	3.4%	8,602.36
NON-DEPARTMENTAL RESOURCES-R Total	277,912	263,792	255,189	94.9%	99.1%	3.4%	8,602.36
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	2,980	8,245	33.1%	103.1%	-63.9%	(5,264.50)
MERCHANDISE SALES	1,200	143	2,381	11.9%	79.4%	-94.0%	(2,237.85)

**Museum**  
**Monthly Financial Report**  
**Fiscal Year 2021 - March 2021**

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	
LICENSES FEES & PERMITS-R Total	23,200	4,791	35,169	20.7%	90.2%	-86.4%	(30,378.10)
INTERGOV'T REV - NON SINGLE AUDIT-R							
DALLES CITY-MUSEUMS	22,500	16,875	16,875	75.0%	75.0%	0.0%	-
STATE GRANT/REIMBURSEMENT	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
INTERGOV'T REV - NON SINGLE AUDIT-R Total	22,500	16,875	16,875	75.0%	75.0%	0.0%	-
MISCELLANEOUS-R	-	-	1,012	#DIV/0!	#DIV/0!	-100.0%	(1,012.18)
CHARGES FOR SERVICES-R	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
CONTRIBUTIONS & DONATIONS-R	6,500	3,795	4,865	58.4%	74.9%	-22.0%	(1,070.47)
MUSEUM OPERATING EXPENDITURES-R Total	52,200	25,461	57,922	48.8%	66.9%	-56.0%	(32,460.75)
MARTIN DONATION-R ADDITIONAL DONATION	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
ADMINISTRATION-R Total	52,200	25,461	57,922	48.8%	66.9%	-56.0%	(32,460.75)
MUSEUM Total	330,112	289,253	313,111	87.6%	91.0%	-7.6%	(23,858.39)
<b>Revenue Total</b>	<b>330,112</b>	<b>289,253</b>	<b>313,111</b>	<b>87.6%</b>	<b>91.0%</b>	<b>-7.6%</b>	<b>(23,858.39)</b>

**Expense**

MUSEUM							
ADMINISTRATION-E							
MUSEUM OPERATING EXPENDITURES-E							
PERSONAL SERVICES-E	42,392	30,170	28,200	71.2%	65.9%	7.0%	1,969.75
MATERIALS & SERVICES-E							
ADVERTISING & PROMOTIONS	5,000	4,597	5,620	91.9%	112.4%	-18.2%	(1,023.54)
BLDG REPAIR & MAINT	8,000	14,066	6,551	175.8%	109.2%	114.7%	7,514.74
BOOKS	-	-	659	#DIV/0!	50.7%	-100.0%	(658.55)
CONTRACTED SERVICES	10,000	16,185	1,300	161.8%	6.6%	1145.0%	14,884.99
COPIER - LEASE & MAINTENANCE	1,032	727	725	70.4%	144.9%	0.3%	2.52
DUES & SUBSCRIPTIONS	-	-	-	#DIV/0!	0.0%	#DIV/0!	-
EQUIPMENT - REPAIR & MAINTENANCE	500	206	-	41.2%	0.0%	#DIV/0!	205.97
MAINTENANCE - GROUNDS	7,500	3,195	5,588	42.6%	74.5%	-42.8%	(2,392.67)
MUSEUM EXPENSES	1,500	(5)	2,505	-0.3%	167.0%	-100.2%	(2,510.66)
POSTAGE	500	110	385	22.0%	77.0%	-71.4%	(275.00)
SUPPLIES - FOREST SERVICE	2,000	300	1,172	15.0%	58.6%	-74.4%	(872.42)
TELEPHONE	1,250	905	877	72.4%	70.1%	3.2%	28.36
TRAINING & EDUCATION	500	-	-	0.0%	0.0%	#DIV/0!	-
UTILITIES	10,000	3,896	4,671	39.0%	46.7%	-16.6%	(775.48)
OUTSIDE PLANT MAINTENANCE	250	486	(40)	194.3%	-8.0%	-1314.6%	525.85
SPECIAL EVENTS	500	-	919	0.0%	183.8%	-100.0%	(919.07)

**Museum**  
**Monthly Financial Report**  
**Fiscal Year 2021 - March 2021**

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	-	103	0.0%	102.9%	-100.0%	(102.92)
MATERIALS & SERVICES-E Total	48,632	44,667	31,035	91.8%	53.4%	43.9%	13,632.12
CAPITAL OUTLAY-E	-	-	95	#DIV/0!	1.5%	-100.0%	(95.00)
MUSEUM OPERATING EXPENDITURES-E Total	91,024	74,837	59,330	82.2%	55.3%	26.1%	15,506.87
MARTIN DONATION-E	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	-
ADMINISTRATION-E Total	91,024	74,837	59,330	82.2%	55.3%	26.1%	15,506.87
MUSEUM Total	91,024	74,837	59,330	82.2%	55.3%	26.1%	15,506.87
<b>Expense Total</b>	<b>91,024</b>	<b>74,837</b>	<b>59,330</b>	<b>82.2%</b>	<b>55.3%</b>	<b>26.1%</b>	<b>15,506.87</b>

Work has continued on the grounds and the buildings now that spring is here! I have been pretty busy on a couple of out of town jobs, by Loyal has been hard at work on the grounds. He has repaired the landscaping where it was damaged by the falling tree and the other tree removals, and has navigated through the removal of the remaining hazardous trees. He also has the irrigation system working again after fixing numerous breaks...somehow those tree branches managed to poke into the ground right where the pipes were!

My hope is that by the time you all read this the log will have been taken to the Discovery Center for canoe carving. After a few weeks of false starts, the PUD has said that they can load the log and move it to the Discovery Center for us. Jefferson Greene, from Columbia River Institute for Indigenous Development (CRIID) Foundation, is excited to start on the carving as part of their mission to preserve and revitalize native cultural traditions. This is a really important and exciting initiative, and it is great that the Ft Dalles Museum can help through the donation of the log. It also will help strengthen our connections with the Discovery Center and the Tribes as we go through the NAGPRA process with the Winquatt collection.

The windows in the Surgeon's Quarters and the Anderson house have been measured for new interior UV blocking windows, which should also help with our heating and cooling expenses. The windows press fit into the openings so the measurements have to be accurate, within a 1/16 of an inch. The company sends out a special laser measuring kit on deposit, which works pretty well. The figures are then entered into their own web form that double checks for any irregularities. The front parlor windows are tall and narrow and we had to fabricate a special tool to get accurate measurements of the diagonals of those windows. All the measurements are now in with Indow, and we are awaiting a final invoice before the Foundation sends in the check for payment. We should get the invoice next week, and windows within a month or so.

Yesterday I wired up some temporary wooden guards on the projecting arms of the Guardhouse bars. When I get home this next weekend, I will start on the construction of the interpretive sign mounts that will take their place.

Work on the Gardener's Cottage has taken a back seat to all of these other projects, but will resume as soon as time allows.

Hopefully we can move forward on the placement and design of a wagon display building soon. I know there are a number of hurdles that we will have to leap before we can start on the construction, but we need to start the process soon if we want to have something started in the fall. The design will have to go through Landmarks Commission review, and, as the museum grounds are a recorded archaeological site, we will have to do archaeological testing prior to any ground disturbance. The testing requires a permit from the State, which includes consultation with the Tribes. As such, it can take awhile to get a permit, do the testing, submit a report, and get approval for the next stage in the process, mitigation of damage, if it is required. We are working on initiating the permit process, but will need a pretty good idea on where the building will be sited before the permit can be finalized.





**FORT DALLEES  
SURGEON'S QUARTERS**

**HAS BEEN LISTED IN THE  
NATIONAL REGISTER  
OF  
HISTORIC PLACES**

**BY THE UNITED STATES  
DEPARTMENT OF THE INTERIOR**

**LEWIS ANDERSON  
HOMESTEAD**

**HAS BEEN LISTED IN THE  
NATIONAL REGISTER  
OF  
HISTORIC PLACES**

**BY THE UNITED STATES  
DEPARTMENT OF THE INTERIOR**