

**Heritage Education Commission Meeting  
Tuesday, December 4, 2012**

President Cumber called the meeting to order at 4:00 pm.

Members present: Ron Salber, Alice Ellingsberg, Lois Johnson, Marie Williams, Jane Cumber, Susan Kinkle, Evonne Anderson, Les Bakke, Curt Lundeen, and Joyce Holter

Members excused: Kristi Kaiser, Margaret Zeren, Lauri Winterfeldt and Lou Smith

Members absent: Doug Hamilton

**November minutes**

Williams/Salber moved to accept with the correction that “the motion to incorporate carried”.  
Minutes approved as corrected.

**Treasurer’s Report:** Account Balances as of November 30, 2012

State Bank and Trust	\$2,481.44
Heritage Commission Foundation (MSUM Foundation)	\$3,192.00
Veterans’ Oral History (MSUM Foundation)	\$1,540.01

**Archives:** Anderson reported that she is compiling the report.

**Oral History and Veteran’s Oral History Project:** No Report

**By-Laws Review:** Bakke reviewed the by-laws changes as proposed by the by-laws review committee.

Salber/Ellingsberg moved that the proposed and changes made during this meeting be compiled by the secretary and sent to the membership for an electronic vote. If a majority of those voting accept the changes, the by-laws will be considered adopted. Motion carried.

**Articles of Incorporation:** Bakke reviewed the committee recommended Articles of Incorporation.

Holter/Williams moved to accept the article of incorporation and submit it to the State of Minnesota and pay the \$90 filing fee. Motion carried. Bakke will collect officer signatures.

**Workshop 2013 Update:** Williams reported on plans for our 2013 workshop. Former board member Rose Anderson will be meeting with Marie Williams and will give her documentation she has from previous workshops.

**Document Storage:** Bakke provided an update on on-line document storage options. More at a later meeting.

**IRS 501(c)3 Non-profit Application Update:** Bakke reviewed the application materials to the IRS for 501(c)3 non-profit status. Salber will provide three years of budgets.

Anderson/Salber moved to complete the IRS application and with approval of the Executive Committee submit the application and pay the \$400 filing fee. Motion carried.

Our next meeting will be Wednesday, January 2, 2012 at 4:00 pm.

Meeting adjourned at 5:05 pm.

Respectfully submitted,

Les Bakke, Secretary