

## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	<b>Eudora Area Historical Society</b>
2020 Request	<b>\$14,605.00</b>

Contact Name:	Ben Terwilliger
Address:	720 Main Street
City, State Zip	Eudora, KS 66025
Phone No.	785-690-7900
E-mail:	<a href="mailto:Eudorahistory@gmail.com">Eudorahistory@gmail.com</a>

#### Community Partner Overview:

The Eudora Area Historical Society (EAHS) was established as a non-profit organization in 1980 to “preserve and maintain the history of the city and township of Eudora.” The EAHS has always consisted of core group of concerned citizens collecting stories, artifacts and archives relating to the Eudora Area. The EAHS for the first 30 years of its existence relied on no County funding; it was supported solely by membership dues and donations. In 2004 the EAHS first established the Eudora Community Museum at the old Eudora Middle School building. In 2011 the City of Eudora hired a part-time employee (Ben Terwilliger) to serve as the Executive Director of the EAHS. Ben Terwilliger, who is now full-time, remains the Executive Director currently in 2019. In 2011, the EAHS was informed that the Old Middle School building would soon be demolished. Therefore, the City of Eudora helped the museum move to a far more suitable location at the former Nottingham Elementary building in Eudora. In 2015 the EAHS moved in to its current and permanent home at 720 Main Street in downtown Eudora.

The EAHS serves Eudora and the surrounding communities in a number of capacities. Public service is the core function of the EAHS. The EAHS operates the Eudora Community Museum, located at 720 Main Street, which tells the history of the Eudora area. Thousands of visitors have visited the museum since it opened in 2004. The EAHS maintains an extensive archival collection for research purposes. A testament to the popularity of the EAHS can be proved by the fact that membership in the EAHS has increased 350% since 2011.

Starting in 2011, the EAHS developed standards based field trips for the Eudora School District and local youth organizations. Educating the children of the Eudora area about local history is incredibly important. The EAHS has an active presence on the internet and various forms of social media. The EAHS’s Facebook page has over 2,050 likes, every week thousands of people view the EAHS posts about local historical events and locations. The EAHS began to receive funding from Douglas County in 2012. Since 2012, the funding that the EAHS has received from Douglas County has largely been used to help pay for the salary of the EAHS’s Executive Director. At times, County funding has also helped pay for the operations of the EAHS. As of 2019, all County funding is used to help pay for the position of Executive Director.

## 2020 Budget Request Form – Douglas County, KS

The EAHS rehabilitated the historic property at 720 Main Street in Eudora to be the permanent home for the Eudora Community Museum. 720 Main Street was constructed between 1869 and 1883 by John A. Seybold, a German immigrant and Civil War veteran. The building was home to many Eudora businesses over the years, but was abandoned and deteriorated in the late 20th and early 21st centuries. The building was donated to the EAHS in 2013 for free by the Trefz family, but the building required much work to make it habitable. The EAHS (led by the Executive Director Ben Terwilliger) solicited funds and labor to rehabilitate the property and convert it into a museum to serve the public of Douglas County. The EAHS generated the equivalent of \$640,000 in funds, volunteer labor and donations of materials towards the project between 2013-2019. The EAHS has recorded over 7,800 hours of volunteer service towards the project. The EAHS also successfully got the property listed on the State Register of Historic Places in 2014.

Rehab work on the first story concluded in early 2015 and the museum relocated to the first story shortly thereafter. The first story opened to the public on April 4, 2015 with much fanfare and interest in the Eudora community. Over 9,000 people have visited the museum at its new location since 2015. The EAHS was awarded an \$89,000 grant from the Douglas County Heritage Conservation Council in 2016 to help fund the construction of a rear addition to the property that connects the first and second stories with a set of enclosed stairs and an elevator. The rear addition was completed in early 2017. The addition at the rear of the building enables for the safe passage between the two stories. The EAHS finished rehab work on the northern half of the second story in 2017. Rehab work on the southern half of the 2<sup>nd</sup> story remains ongoing in 2019. In the summer of 2017, the Eudora Community Museum was the first host site in the state of Kansas to the traveling Smithsonian exhibit “Water/Ways.” The “Water/Ways” exhibit attracted 2,600 visitors to our museum and downtown Eudora in the six weeks it was at our museum. The EAHS is starting its most ambitious project yet in 2019, the development of our new core exhibit. The core exhibit is essentially the main exhibit of any museum. In our case, it will be the exhibit that covers the entire History of Eudora. The core exhibit will be arranged chronologically and thematically. It will be professionally designed and manufactured. It will completely transform the visitor’s experience at our museum. The development of our core exhibit will not happen overnight. It may take us many years to fully develop the core exhibit. But we are ready to get started on this ambitious project!

The future of the EAHS is very promising. The EAHS looks forward to welcoming thousands of visitors to downtown Eudora to help educate the public about Eudora/Douglas County history. The EAHS will bring visitors to downtown Eudora, which will help the local economy. The presence of the Eudora Community Museum on Main Street is important to the Eudora community. The EAHS has not experienced any losses in funding in 2019 and we have not had to make any cuts in programs. The EAHS does not anticipate any cuts in the near future.

**Service Overview - Metrics and/or data that describe the service impact:**

## 2020 Budget Request Form – Douglas County, KS

The following section demonstrates the performance measures of the EAHS. The performance measures are measured through data and metrics and show how many citizens are impacted by the services the EAHS provides. The following information clearly shows the effectiveness and the efficiency of the services provided by the EAHS.

### **(1) Museum Visitation:**

The Eudora Community Museum has welcomed a steady stream of visitors to the museum since 2011. Between 2004 and 2011, when the EAHS had no paid employees and was only operated by volunteers, less than 500 people visited the museum over those 7 years. But since 2011, when the Executive Director, over 11,000 people have visited the museum. Over 2,000 schoolchildren have visited the EAHS on field trips since 2011. The County's investment and the City of Eudora's investment into the position of Executive Director is fully responsible for the dramatic increase in visitation since 2011. Visitation figures continue to rise every year. The EAHS attracts many visitors from outside of Douglas County. Many of those visitors shop and dine in Eudora and in other Douglas County establishments.

### **Visitors Per Year:**

2004	14
2005	32
2006	72
2007	96
2008	60
2009	117
2010	41
2011	354
2012	974
2013	976
2014	1,201
2015	1,883
2016	1,307
2017	2,660
2018	1,434
2019	380* (as of 04/13/19)

## 2020 Budget Request Form – Douglas County, KS

Visitors 2004-2019: 11,553\* (as of 04/13/19)  
Visitors since 2011: 11,121\* (as of 04/13/19)

### **(2) EAHS Programs:**

The EAHS typically hosts six programs per year. These programs focus on local historical topics. The purpose of these programs is to teach area residents about various historical topics. These programs are typically attended by 50 people. The number of programs that the EAHS has hosted since 2011 is: 45. And the total visitation for the programs since 2011 is: 1,876.

### **(3) EAHS Facebook, Social Media and Web Presence:**

The EAHS is proud to have a strong presence on social media (Facebook, Twitter, Instagram). The EAHS currently has 2,050 likes on its Facebook page. Our Twitter page has 350 followers, our Instagram has 248 followers. Our Facebook posts are regularly viewed by thousands of people every week. For some perspective on our social media success, local museums that are much larger than the EAHS, and that are located in much larger cities than Eudora, have only a fraction of our total page likes, and their individual posts are only liked by an average of less than 10 people.

The fact that our social media is so popular is a testament to how much the Eudora community loves and cherishes its own history. The Eudora community has a strong interest in its history, in preserving history, in our museum and in our social media. The Eudora community craves information on the history of the community, and we are happy to meet the demand.

The EAHS is currently in the process of applying for a grant through Freedom's Frontier National Heritage Area that would provide the EAHS with its own website. The grant would pay for a professional design company to make and maintain our website, and it would also pay for the domain name and other fees. Obtaining this grant would be a tremendous victory for our museum, and it would certainly enable our online presence to grow and become stronger.

### **(4) Property Value of 720 Main Street:**

Our property at 720 Main Street at long last has an accurate property value. The Douglas County Appraiser's Office listed the value of 720 Main Street at \$251,000 earlier in 2019. When we were given our property in 2013, the total value of the property was \$22,000. The actual building was only worth \$370 in 2013. The rest of the value of the property was the land of the property. The value of property has increased dramatically as a result of the improvements we have made at the property.



## 2020 Budget Request Form – Douglas County, KS

### (5) EAHS Membership Dues:

As of 04/13/2019, the EAHS has 173 total members. The EAHS has 40 life-members and 133 non-life members.

Income from EAHS Membership Dues per Year:

Year	Total	# of life	Non-life dues
2010	\$160	Life (0): \$0	Non-life dues: \$160
2011	\$286	Life (1): \$100	Non-life dues: \$186
2012	\$124	Life (0): \$0	Non-life dues: \$124
2013	\$791	Life (2): \$200	Non-life dues: \$591
2014	\$1,170	Life (3): \$600	Non-life dues: \$570
2015	\$1,495	Life (1): \$200	Non-life dues: \$1,295
2016	\$1,150	Life (2): \$400	Non-life dues: \$750
2017	\$4,065	Life (10): \$2,000	Non-life dues: \$2,065
2018	\$3,140	Life (9): \$1,800	Non-life dues: \$1,340
2019*	\$1,800	Life(3): \$600	Non-life dues: \$1,200

\* = As of 04/13/2019.

### (6) Investments and Improvements Totals Made to 720 Main Street, Eudora, KS:

		% of Total
1.	Money (liquid) from the HCC: \$197,800	32.0%
2.	Money (liquid) non-HCC: \$53,073	8.5%
3.	Non-monetary donations: \$102,300	16.5%
4.	Volunteer hours: 7,551 (x\$20 hour) \$151,020	24.4%
5.	Staff hours: 5,710 (x\$20 hour) \$114,200	18.6%
Total:		\$618,393 100%

As of: 04/13/2019

## Alignment to County Focus Areas and Collaboration:

## 2020 Budget Request Form – Douglas County, KS

Community Partner:	<b>Eudora Area Historical Society</b>
--------------------	---------------------------------------

<b>Focus Area:</b>	Eudora, Eudora Township, Douglas County
--------------------	---

The focus and goals of the Eudora Area Historical Society (EAHS) closely align with those of Douglas County. Specifically, the EAHS has focus and alignment primarily with the Heritage Conservation and Land Management focus. The EAHS also has some common goals and alignment with Human Services and Workforce Development/Economic Development focuses.

The primary focus that the EAHS has in common with various Douglas County focuses is that of Heritage Conservation and Land Management. The Mission Statement of the EAHS is: “The Eudora Area Historical Society preserves and maintains the history of the City and Township of Eudora, Kansas, and the surrounding communities of Clearfield, Fall Leaf, Hesper, Prairie Center and Weaver.” The purpose of the EAHS is to bring together people interested in preserving and understanding the history of our community so it will not be lost to our children. The EAHS strives to educate the public as well as generate appreciation and enthusiasm for the history of the Eudora Area. The understanding of our community history is basic to democracy in our State and Nation, and helps us to appreciate our American heritage.

The major function of the EAHS is to discover and collect any material which may help to establish or illustrate the history of the Eudora area: exploration, settlement, development, activities, and progress in population, education, wealth, trade and transportation. Collected materials will include: histories, genealogies, biographies, books, maps, and electronic files. The EAHS provides for the preservation of such material, having it available as far as is feasible to those who wish to study or examine it; co-operate with officials in insuring the preservation and accessibility of records and archives of city and area and its institutions, insuring preservation of historic buildings, monuments and markers.

The EAHS gives historical information and publishes historical material in newspapers and other media, such as radio, television, and internet, to arouse public interest and by holding meetings with pageants, addresses, lectures and discussions, recorded materials and presentations, and by marking historic buildings, sites and trails. The EAHS also co-operates with national, state, county and other local entities interested in history to collect and preserve state and county material of historical interest and to make it available to students, scholars, enthusiasts and professionals.

The EAHS collaborates with the other historical and heritage institutions in Douglas County. The Watkins Museum in Lawrence, Freedom’s Frontier National Heritage Area, the Lecompton Historical Museum and the Wakarusa Valley Museum are all close allies of the EAHS. All of the previously listed groups work together to help ensure various goals are met with regards to the heritage and conservation of the history of Douglas County.

## 2020 Budget Request Form – Douglas County, KS

The EAHS also has common focuses with Douglas County with regards to Human Services. Human Service and by extension public service are at the core of the purpose of the EAHS. Therefore, there are some commonalities with regards to the focus on Human Services. Human Services are “an interdisciplinary field with the objective of meeting human needs through an applied knowledge base, focusing on prevention as well as remediation of problems, and maintaining a commitment to improving the overall quality of life of service populations.” One of the most important and basic human needs is that of education. Education is the basic reason why the EAHS even exists. We exist to help educate the public with regards to the history of the Eudora area. The EAHS collects, protects and preserves history in order to educate the public. The EAHS considers itself an important educational institution which enriches the lives of Douglas County residents. Our main focus and our primary responsibility as an organization are to preserve our history, our culture, and our identity. As an organization, we strongly believe that understanding your community’s history helps foster civic pride and strengthens ones relationship with his/her community. If we lose our history, we lose our identity. Therefore, all of our actions to foster civic pride and identity also contribute to the focus on Human Service.

The EAHS also has common focuses with Douglas County with regards to Workforce Development/Economic Development. Museums can make excellent contributions to the economic development of a community. Museums, like the EAHS, attract visitors from around the region, and sometimes from around the country. Many people who have moved away from Eudora or Douglas County return for the first time in years, or decades, in order to visit the EAHS. About 30%-40% of the visitors to the EAHS are from outside of Douglas County. Many of these visitors also spend time in downtown Eudora shopping, thus contributing to the local economy. The majority of visitors to the EAHS are from Douglas County, around 60%-70% of all visitors. While these visitors are from within the County, many of them venture to our museum and to downtown Eudora for the first time, or, it’s one of the few times they have been downtown. The economic center of Eudora shifted away from downtown in the 1990s. The EAHS, the City of Eudora and other downtown businesses have been committed to bringing economic activity and vitality back to downtown Eudora. The EAHS has been a major component of the downtown’s revitalization. After the EAHS rehabilitated 720 Main Street, a number of other previously deteriorated and vacant downtown buildings were also rehabilitated. Downtown Eudora is currently stronger than it has been in years. Fewer buildings are vacant, more retail stores exist, and foot-traffic has increased greatly in downtown Eudora. The EAHS is the only museum in the community and one of the community’s primary attractions. The EAHS works closely with downtown Eudora businesses, organizations, the Chamber of Commerce and the Convention and Visitor’s Bureau in order to collaborate on programs, fund-raisers and events, and to promote downtown Eudora in general. Downtown Eudora, with its historical buildings (most of them are over 120 years old) and unique local businesses, is a highly important region of Douglas County. Downtown Eudora has economic and historical benefits, and the EAHS is committed to helping both.

## 2020 Budget Request Form – Douglas County, KS

double click on spreadsheet to open

[2020 Budget Request Detail](#)

calculated fields

Community Partner:	<b>Eudora Area Historical Society</b>					
	2016 Actuals	2017 Actuals	2018 Actuals	2019 Adopted Budget	2019 Current Estimates	2020 Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx	30,776	14,594	12,261	29,936	29,936	22,948
<b>Douglas County</b>	<b>10,000</b>	<b>15,000</b>	<b>15,000</b>	<b>14,605</b>	<b>14,605</b>	<b>14,605</b>
City of Lawrence	0	0	0	0	0	0
DGCO Seasonal Interpreter	0	3,000	0	0	0	0
720 Main St. Rehab Grants	80,100	0	33,200	17,100	17,100	13,288
720 Main St. Rehab Donations	2,755	7,850	4,903	5,415	5,415	301
Contributions (Operational Fund)	2,089	4,036	2,949	4,677	4,677	3,800
Grants for Exhibits	0	2,000	0	0	0	0
Maturation of CDs, Savings Transfer	5,351	0	0	0	0	0
SHPO Tax Credits	0	0	0	7,100	7,100	0
<b>Total Revenues:</b>	<b>100,295</b>	<b>31,886</b>	<b>56,052</b>	<b>48,897</b>	<b>48,897</b>	<b>31,994</b>
<b>Total Revenues and Fund Balance</b>	<b>131,071</b>	<b>46,480</b>	<b>68,313</b>	<b>78,833</b>	<b>78,833</b>	<b>54,942</b>
<b>Expenditures:</b>						
Salary reimburse to City of Eudora	10,000	13,900	15,000	14,605	14,605	14,605
Employee Benefits	0	0	0	0	0	0
Health Insurance	0	0	0	0	0	0
Operational Expenses	3,628	3,948	3,822	5,473	5,473	3,800
Utilities, Building Maintenance	0	0	0	0	0	0
Travel & Training	0	0	0	0	0	0
Debt Payments	0	0	0	0	0	0
DGCO Seasonal Interpreter	0	3,000	0	0	0	0
720 Main St. Rehab Project	6,299	7,271	19,555	35,807	35,807	15,488
720 Main St. Access Addition	96,550	4,100	0	0	0	0
Exhibits (Grant Funded)	0	2,000	0	0	0	0
<b>Total Expenditures:</b>	<b>116,477</b>	<b>34,219</b>	<b>38,377</b>	<b>55,885</b>	<b>55,885</b>	<b>33,893</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>14,594</b>	<b>12,261</b>	<b>29,936</b>	<b>22,948</b>	<b>22,948</b>	<b>21,049</b>

0.00%

## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:	<b>Eudora Area Historical Society</b>
--------------------	---------------------------------------

#### Analysis of Revenue Sources:

##### Current Revenue Structure:

The revenue structure for the EAHS can be divided into three main categories:

1. Funding from Douglas County:  
All funds received from Douglas County are given to the City of Eudora as reimbursement for the salary of the EAHS's Executive Director.
2. Grants/Donations for building rehabilitation:  
All funds received from various grants and private fund-raisers are spent rehabilitating the Eudora Community Museum property at 720 Main Street. The amount of funds raised in this category varies greatly, and are raised according to need.
3. Private donations/membership dues:  
All other funds received from membership dues and private donations are used to pay for the basic operations of the EAHS. Funds raised in this category pay for all EAHS utility bills, insurance coverage, state fees, office supplies, bathroom supplies, educational activities, and public programs. The amount of funds raised in this category is more consistent year to year. The funds in this category are also raised and spent according to need.

##### Alternative Sources of Revenue:

Sources of revenue for staff salary for the position of Executive Director of the EAHS outside of the City of Eudora and Douglas County are virtually non-existent. Virtually all grants available to museums and nonprofits are not available to fund staff salary. There is one grant through the IMLS that funds staff development or staff salary. The EAHS has applied for this rare grant on four occasions, in 2011, 2013, 2015 and 2017. The EAHS was not awarded any grant funding on any of the occasions. Every single year we applied, we received feedback from the IMLS that we submitted very strong applications for funding, but, the grants were very competitive and not all grants were able to be funded. Private funds generated by the EAHS only range between \$3,000 and \$20,000 annually. All of those funds are used for the museum's operations and special projects. Even if those funds were not needed for specific purposes, the privately generated funds would not be enough to fund the position of Executive Director. Therefore, there really is no alternative source for the salary of the position of the Executive Director.

## 2020 Budget Request Form – Douglas County, KS

### **Narrative on How County Funding is Spent:**

The \$14,605 the Eudora Area Historical Society (EAHS) is requesting from Douglas County would help fund part of the salary of the Executive Director for the EAHS in 2020. The projected salary of the EAHS Executive Director in 2020 is: \$37,103. We project this figure based on the 2019 Executive Director salary (\$36,390) and the fact that the City of Eudora typically gives all employees a 2% raise annually.

The City of Eudora will provide the majority of the funding for the position of the Executive Director for the EAHS in 2020. The City of Eudora will contribute at least \$22,498 towards the position of the EAHS Executive Director in 2020. \$37,103 is a respectable wage, even though it is well below the national average for the position of Executive Director at a museum of comparable size. The City of Eudora also gives the EAHS Executive Director benefits such as health insurance, dental insurance, Vacation time, Sick time, Personal days, Holidays, and KPERS. All of the benefits the City of Eudora provides for the Executive Director is worth between \$10,000 and \$15,000. In terms of the salary for the Executive Director, the City of Eudora would fund 61% of the salary for the Executive Director in 2020. Douglas County would fund 39% of the salary for the Executive Director of the EAHS.

The biggest need for the EAHS remains funding for the position of the Executive Director for the EAHS. The EAHS has acquired funding for various projects through a variety of grants and donations. The day to day operations of the EAHS are funded by private donations. And the salary for the position of Executive Director for the EAHS is funded by the City of Eudora and Douglas County. The EAHS could not come close to funding the salary for the Executive Director. The EAHS has many important and significant goals. Expert supervision is needed to implement the EAHS's goals and vision. In order for the EAHS to be successful, they need an Executive Director. And in order to retain an expert Executive Director, like Ben Terwilliger, the EAHS needs to be able to pay the Executive Director a respectable wage.

The City of Eudora has set aside \$22,498 for the staffing of the EAHS in 2020. This funding alone, without Douglas County funding, would not be enough to employ an Executive Director with the necessary skills, talents and experience to be successful at the EAHS. Therefore, funding from Douglas County for the position of Executive Director is vital to the success of the EAHS. Funds from Douglas County for the position of Executive Director would be an incredibly valuable investment in the EAHS, as this investment would allow for the Executive Director to successfully achieve all of the EAHS's goals.

The EAHS has received funding from many sources for our projects. We have received over \$250,000 in grant monies in the last seven years from the Kansas Humanities Council, the Douglas County Heritage Conservation Council and Freedom's Frontier National Heritage Area. We have also generated approximately \$300,000 in private donations in the past seven years. However, all of the funds that have been raised from donations and grants are to fund the development of specific projects, like new exhibits and the museum at 720 Main Street rehabilitation project. The \$618,000 raised in the past seven years were not budgeted for the staff time needed to carry out these projects. All of the funds that the EAHS has raised in the past seven years would not have been possible without the financial support for the salary of the Executive Director from the City of Eudora and Douglas County.

## 2020 Budget Request Form – Douglas County, KS

The funds provided to the EAHS for the salary of the Executive Director from Douglas County and the City of Eudora serve as an excellent example of how government support can improve the operations of a small organization tremendously. The investment that Douglas County has made with the EAHS has paid off substantially; both in terms of the services the EAHS can now offer the public, and with the funds the EAHS has been able to generate from this investment.

The EAHS has a dedicated base of volunteers that contribute significantly to all of our projects, however, they do not have the professional background to carry out several of these projects. Essentially, we have many great projects occurring simultaneously with the EAHS, and a very bright future. We just do not have the funding to carry out these projects through professional staff time without the support of the City of Eudora and Douglas County.

The major projects or responsibilities that will be completed as a result of funding the salary of the Executive Director includes:

- A. Supervision of efforts to rehabilitate 720 Main Street, the home of the Eudora Community Museum
- B. Management of EAHS and Eudora Community Museum Operations
- C. Management of EAHS Community Outreach
- D. Management of EAHS Historic Collections
- E. Management of EAHS Budget and Finances
- F. Management of EAHS visitor services

Item A will require 25% of the Executive Director's time in 2020. The Executive Director shall serve as the Project Manager for the continuing rehabilitation efforts at 720 Main Street, the home of the EAHS. The first phase, the rehabilitation of the first story of the project was completed in early 2015. The second phase, the rehabilitation of the 2nd story commenced in the spring of 2015 will ideally conclude in 2021. The Executive Director shall lead fund-raising efforts, write grants and solicit for donations for the project. The Executive Director shall also hire and manage contractors and the volunteer efforts for the rehabilitation work. The Executive Director will also perform some of the physical labor for the project.

Item B will require 30% of the Executive Director's time in 2020. The Executive Director shall be responsible for the management of all buildings and structures encompassing the Society, shall periodically review all policies and procedures relating to safety and security, and shall recommend updates concerning the same as necessary. The Executive Director shall make sure the Society has the necessary insurance coverage. The Executive Director shall set the hours the Eudora Community Museum is open to the public, and provide for public tours during those hours. The Executive Director shall develop exhibits, signage and labels in the museum with the Board of Directors. The development of the Core exhibit also fits under this section and will consume a lot of time in 2020.

## 2020 Budget Request Form – Douglas County, KS

Item C will require 10% of the Executive Director's time in 2020. The Executive Director shall supervise community outreach for the Society and Eudora Community Museum. This includes organizing the six public programs throughout the year. Outreach includes developing the annual newsletter, maintaining internet activity and social media for the Society.

Item D will require 10% of the Executive Director's time in 2020. The Executive Director will supervise the historical collections of the Society and will strictly enforce the Society's Collection's Policy.

Item E will require 10% of the Executive Director's time in 2020. The Executive Director, with appropriate oversight from the Board of Directors, shall be responsible for developing an annual Budget for the Society. In connection with this responsibility, the Executive Director shall work with the Board to budget for special programs, manage spending, develop strategies for fundraising and seek out grants and contracts for the benefit of the Society.

Item F will require 15% of the Executive Director's time in 2020. Visitor services includes developing field trips for school groups. Several field trips for area students will be planned and implemented throughout 2020. The entire 3rd and 7th grade from Eudora Public Schools will likely visit for field trips in 2020.

Even though the salary for the Executive Director of the EAHS has increased every year since 2012, the current salary of \$36,390 and the projected 2020 salary of \$37,103 for the Executive Director of the EAHS remains significantly below average for comparable positions. According to [www.payscale.com](http://www.payscale.com), the average salary for a Museum Executive Director is \$59,869. The salary for the Executive Director of the EAHS will at some point need to be more competitive with the national average for Executive Directors.

Ben Terwilliger, the current Executive Director of the EAHS has accomplished much since he was hired in 2011. Listed below are some of the major accomplishments of the Executive Director:

### Primary Responsibilities:

1. Served as the first professional Executive Director for the Eudora Area Historical Society (EAHS) and the museum maintained by the EAHS, the Eudora Community Museum (ECM). Provided the EAHS with leadership, clear and obtainable goals, a vision, and implemented professional museum standards.
2. Supervised the entire process to rehabilitate the historic, but severely dilapidated property at 720 Main Street in Eudora to serve as the first permanent home for the ECM. This process included me arranging the donation of the property to the EAHS, raising the equivalent of \$618,000 through grants, private donations, volunteer labor and donated materials, and getting the property listed on the State Register of Historic Places. The first phase of the project was completed in January of 2015 and the ECM relocated to the structure shortly thereafter. A \$100,000 access addition was completed in 2016. In 2017 the 2nd story was rehabbed.



## 2020 Budget Request Form – Douglas County, KS

Other Responsibilities/Achievements with the EAHS:

3. He has collaborated exceptionally well with the EAHS Board of Directors during his tenure as Executive Director.
4. Visitation to the Eudora Community Museum has grown exponentially during his tenure.
5. Membership with the EAHS has grown 300% during his tenure as a result of our positive and growing reputation and membership drives.
6. He supervised and implemented all public programming with the EAHS.
7. He drafted the annual EAHS budget since 2011 and managed all EAHS finances.
8. He successfully registered the EAHS as a 501c3 organization.
9. He wrote and edited the EAHS newsletter and all other publications since 2011.
10. He created an online presence for the EAHS, including a website and popular social media.
11. He researched and helped create new and educational exhibitions.
12. He developed and implemented standards based field trips for school groups.
13. He extensively organized the vast collections, implemented a new Collection's Policy, started preventative preservation plans and used PastPerfect software for cataloging.

The position of Executive Director with the EAHS is becoming an increasingly important and demanding position. The capacity in which the EAHS and the Executive Director of the EAHS serve Douglas County is continually growing. The current Executive Director of the EAHS feels fortunate to work with the EAHS and thoroughly enjoys his position. However, it is also becoming increasingly apparent that the salary for the Executive Director of the EAHS is well below the national average salary for museum Executive Directors. The Douglas County government could help maintain the salary for the position of Executive Director with the EAHS at respectable level by funding \$14,605 towards the salary of the Executive Director.

The EAHS anticipates no major changes to its revenues and expenditures in 2020 or beyond. The EAHS also anticipates no major reductions from any sources of funding in 2020 and beyond.

### Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:

The beginning and ending fund balances demonstrates the responsible fiscal management of the EAHS and the Eudora Community Museum. The ongoing costs for rehabilitating the museum property are completely funded by funds that we have raised and have available. We will not go into debt to finish the rehab work, nor will we have many funds remaining once the work is completed. The funds we raised will cover all of our rehab costs.

## 2020 Budget Request Form – Douglas County, KS

### Analysis of expenditure changes:

The rehabilitation project at 720 Main Street will conclude in 2019. Once the rehab project is concluded, the annual expenses for the EAHS will be reduced dramatically. The annual income for the EAHS will also likely decrease once the rehab project is concluded, as there will be no more demand to raise large sums of money for the rehab project.

### Supplemental Request for Additional Funding

(This is in addition to the 2020 Request amount on page 1)

Community Partner:	<b>Eudora Area Historical Society</b>	<b>\$000</b>
--------------------	---------------------------------------	--------------

### Purpose for additional revenue from County:

NA

### Impact if supplemental request is not funded:

NA

## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	<b>Eudora Area Historical Society</b>
2020 Request	<b>\$14,605.00</b>

Contact Name:	Ben Terwilliger
Address:	720 Main Street
City, State Zip	Eudora, KS 66025
Phone No.	785-690-7900
E-mail:	<a href="mailto:Eudorahistory@gmail.com">Eudorahistory@gmail.com</a>

#### Community Partner Overview:

The Eudora Area Historical Society (EAHS) was established as a non-profit organization in 1980 to “preserve and maintain the history of the city and township of Eudora.” The EAHS has always consisted of core group of concerned citizens collecting stories, artifacts and archives relating to the Eudora Area. The EAHS for the first 30 years of its existence relied on no County funding; it was supported solely by membership dues and donations. In 2004 the EAHS first established the Eudora Community Museum at the old Eudora Middle School building. In 2011 the City of Eudora hired a part-time employee (Ben Terwilliger) to serve as the Executive Director of the EAHS. Ben Terwilliger, who is now full-time, remains the Executive Director currently in 2019. In 2011, the EAHS was informed that the Old Middle School building would soon be demolished. Therefore, the City of Eudora helped the museum move to a far more suitable location at the former Nottingham Elementary building in Eudora. In 2015 the EAHS moved in to its current and permanent home at 720 Main Street in downtown Eudora.

The EAHS serves Eudora and the surrounding communities in a number of capacities. Public service is the core function of the EAHS. The EAHS operates the Eudora Community Museum, located at 720 Main Street, which tells the history of the Eudora area. Thousands of visitors have visited the museum since it opened in 2004. The EAHS maintains an extensive archival collection for research purposes. A testament to the popularity of the EAHS can be proved by the fact that membership in the EAHS has increased 350% since 2011.

Starting in 2011, the EAHS developed standards based field trips for the Eudora School District and local youth organizations. Educating the children of the Eudora area about local history is incredibly important. The EAHS has an active presence on the internet and various forms of social media. The EAHS’s Facebook page has over 2,050 likes, every week thousands of people view the EAHS posts about local historical events and locations. The EAHS began to receive funding from Douglas County in 2012. Since 2012, the funding that the EAHS has received from Douglas County has largely been used to help pay for the salary of the EAHS’s Executive Director. At times, County funding has also helped pay for the operations of the EAHS. As of 2019, all County funding is used to help pay for the position of Executive Director.

## 2020 Budget Request Form – Douglas County, KS

The EAHS rehabilitated the historic property at 720 Main Street in Eudora to be the permanent home for the Eudora Community Museum. 720 Main Street was constructed between 1869 and 1883 by John A. Seybold, a German immigrant and Civil War veteran. The building was home to many Eudora businesses over the years, but was abandoned and deteriorated in the late 20th and early 21st centuries. The building was donated to the EAHS in 2013 for free by the Trefz family, but the building required much work to make it habitable. The EAHS (led by the Executive Director Ben Terwilliger) solicited funds and labor to rehabilitate the property and convert it into a museum to serve the public of Douglas County. The EAHS generated the equivalent of \$640,000 in funds, volunteer labor and donations of materials towards the project between 2013-2019. The EAHS has recorded over 7,800 hours of volunteer service towards the project. The EAHS also successfully got the property listed on the State Register of Historic Places in 2014.

Rehab work on the first story concluded in early 2015 and the museum relocated to the first story shortly thereafter. The first story opened to the public on April 4, 2015 with much fanfare and interest in the Eudora community. Over 9,000 people have visited the museum at its new location since 2015. The EAHS was awarded an \$89,000 grant from the Douglas County Heritage Conservation Council in 2016 to help fund the construction of a rear addition to the property that connects the first and second stories with a set of enclosed stairs and an elevator. The rear addition was completed in early 2017. The addition at the rear of the building enables for the safe passage between the two stories. The EAHS finished rehab work on the northern half of the second story in 2017. Rehab work on the southern half of the 2<sup>nd</sup> story remains ongoing in 2019. In the summer of 2017, the Eudora Community Museum was the first host site in the state of Kansas to the traveling Smithsonian exhibit “Water/Ways.” The “Water/Ways” exhibit attracted 2,600 visitors to our museum and downtown Eudora in the six weeks it was at our museum. The EAHS is starting its most ambitious project yet in 2019, the development of our new core exhibit. The core exhibit is essentially the main exhibit of any museum. In our case, it will be the exhibit that covers the entire History of Eudora. The core exhibit will be arranged chronologically and thematically. It will be professionally designed and manufactured. It will completely transform the visitor’s experience at our museum. The development of our core exhibit will not happen overnight. It may take us many years to fully develop the core exhibit. But we are ready to get started on this ambitious project!

The future of the EAHS is very promising. The EAHS looks forward to welcoming thousands of visitors to downtown Eudora to help educate the public about Eudora/Douglas County history. The EAHS will bring visitors to downtown Eudora, which will help the local economy. The presence of the Eudora Community Museum on Main Street is important to the Eudora community. The EAHS has not experienced any losses in funding in 2019 and we have not had to make any cuts in programs. The EAHS does not anticipate any cuts in the near future.

**Service Overview - Metrics and/or data that describe the service impact:**

## 2020 Budget Request Form – Douglas County, KS

The following section demonstrates the performance measures of the EAHS. The performance measures are measured through data and metrics and show how many citizens are impacted by the services the EAHS provides. The following information clearly shows the effectiveness and the efficiency of the services provided by the EAHS.

### **(1) Museum Visitation:**

The Eudora Community Museum has welcomed a steady stream of visitors to the museum since 2011. Between 2004 and 2011, when the EAHS had no paid employees and was only operated by volunteers, less than 500 people visited the museum over those 7 years. But since 2011, when the Executive Director, over 11,000 people have visited the museum. Over 2,000 schoolchildren have visited the EAHS on field trips since 2011. The County's investment and the City of Eudora's investment into the position of Executive Director is fully responsible for the dramatic increase in visitation since 2011. Visitation figures continue to rise every year. The EAHS attracts many visitors from outside of Douglas County. Many of those visitors shop and dine in Eudora and in other Douglas County establishments.

### **Visitors Per Year:**

2004	14
2005	32
2006	72
2007	96
2008	60
2009	117
2010	41
2011	354
2012	974
2013	976
2014	1,201
2015	1,883
2016	1,307
2017	2,660
2018	1,434
2019	380* (as of 04/13/19)

## 2020 Budget Request Form – Douglas County, KS

Visitors 2004-2019: 11,553\* (as of 04/13/19)  
Visitors since 2011: 11,121\* (as of 04/13/19)

### **(2) EAHS Programs:**

The EAHS typically hosts six programs per year. These programs focus on local historical topics. The purpose of these programs is to teach area residents about various historical topics. These programs are typically attended by 50 people. The number of programs that the EAHS has hosted since 2011 is: 45. And the total visitation for the programs since 2011 is: 1,876.

### **(3) EAHS Facebook, Social Media and Web Presence:**

The EAHS is proud to have a strong presence on social media (Facebook, Twitter, Instagram). The EAHS currently has 2,050 likes on its Facebook page. Our Twitter page has 350 followers, our Instagram has 248 followers. Our Facebook posts are regularly viewed by thousands of people every week. For some perspective on our social media success, local museums that are much larger than the EAHS, and that are located in much larger cities than Eudora, have only a fraction of our total page likes, and their individual posts are only liked by an average of less than 10 people.

The fact that our social media is so popular is a testament to how much the Eudora community loves and cherishes its own history. The Eudora community has a strong interest in its history, in preserving history, in our museum and in our social media. The Eudora community craves information on the history of the community, and we are happy to meet the demand.

The EAHS is currently in the process of applying for a grant through Freedom's Frontier National Heritage Area that would provide the EAHS with its own website. The grant would pay for a professional design company to make and maintain our website, and it would also pay for the domain name and other fees. Obtaining this grant would be a tremendous victory for our museum, and it would certainly enable our online presence to grow and become stronger.

### **(4) Property Value of 720 Main Street:**

Our property at 720 Main Street at long last has an accurate property value. The Douglas County Appraiser's Office listed the value of 720 Main Street at \$251,000 earlier in 2019. When we were given our property in 2013, the total value of the property was \$22,000. The actual building was only worth \$370 in 2013. The rest of the value of the property was the land of the property. The value of property has increased dramatically as a result of the improvements we have made at the property.

## 2020 Budget Request Form – Douglas County, KS

### (5) EAHS Membership Dues:

As of 04/13/2019, the EAHS has 173 total members. The EAHS has 40 life-members and 133 non-life members.

Income from EAHS Membership Dues per Year:

Year	Total	# of life	Non-life dues
2010	\$160	Life (0): \$0	Non-life dues: \$160
2011	\$286	Life (1): \$100	Non-life dues: \$186
2012	\$124	Life (0): \$0	Non-life dues: \$124
2013	\$791	Life (2): \$200	Non-life dues: \$591
2014	\$1,170	Life (3): \$600	Non-life dues: \$570
2015	\$1,495	Life (1): \$200	Non-life dues: \$1,295
2016	\$1,150	Life (2): \$400	Non-life dues: \$750
2017	\$4,065	Life (10): \$2,000	Non-life dues: \$2,065
2018	\$3,140	Life (9): \$1,800	Non-life dues: \$1,340
2019*	\$1,800	Life(3): \$600	Non-life dues: \$1,200

\* = As of 04/13/2019.

### (6) Investments and Improvements Totals Made to 720 Main Street, Eudora, KS:

		% of Total
1.	Money (liquid) from the HCC: \$197,800	32.0%
2.	Money (liquid) non-HCC: \$53,073	8.5%
3.	Non-monetary donations: \$102,300	16.5%
4.	Volunteer hours: 7,551 (x\$20 hour) \$151,020	24.4%
5.	Staff hours: 5,710 (x\$20 hour) \$114,200	18.6%
Total:		\$618,393 100%

As of: 04/13/2019

## Alignment to County Focus Areas and Collaboration:

## 2020 Budget Request Form – Douglas County, KS

Community Partner:	<b>Eudora Area Historical Society</b>
--------------------	---------------------------------------

<b>Focus Area:</b>	Eudora, Eudora Township, Douglas County
--------------------	---

The focus and goals of the Eudora Area Historical Society (EAHS) closely align with those of Douglas County. Specifically, the EAHS has focus and alignment primarily with the Heritage Conservation and Land Management focus. The EAHS also has some common goals and alignment with Human Services and Workforce Development/Economic Development focuses.

The primary focus that the EAHS has in common with various Douglas County focuses is that of Heritage Conservation and Land Management. The Mission Statement of the EAHS is: “The Eudora Area Historical Society preserves and maintains the history of the City and Township of Eudora, Kansas, and the surrounding communities of Clearfield, Fall Leaf, Hesper, Prairie Center and Weaver.” The purpose of the EAHS is to bring together people interested in preserving and understanding the history of our community so it will not be lost to our children. The EAHS strives to educate the public as well as generate appreciation and enthusiasm for the history of the Eudora Area. The understanding of our community history is basic to democracy in our State and Nation, and helps us to appreciate our American heritage.

The major function of the EAHS is to discover and collect any material which may help to establish or illustrate the history of the Eudora area: exploration, settlement, development, activities, and progress in population, education, wealth, trade and transportation. Collected materials will include: histories, genealogies, biographies, books, maps, and electronic files. The EAHS provides for the preservation of such material, having it available as far as is feasible to those who wish to study or examine it; co-operate with officials in insuring the preservation and accessibility of records and archives of city and area and its institutions, insuring preservation of historic buildings, monuments and markers.

The EAHS gives historical information and publishes historical material in newspapers and other media, such as radio, television, and internet, to arouse public interest and by holding meetings with pageants, addresses, lectures and discussions, recorded materials and presentations, and by marking historic buildings, sites and trails. The EAHS also co-operates with national, state, county and other local entities interested in history to collect and preserve state and county material of historical interest and to make it available to students, scholars, enthusiasts and professionals.

The EAHS collaborates with the other historical and heritage institutions in Douglas County. The Watkins Museum in Lawrence, Freedom’s Frontier National Heritage Area, the Lecompton Historical Museum and the Wakarusa Valley Museum are all close allies of the EAHS. All of the previously listed groups work together to help ensure various goals are met with regards to the heritage and conservation of the history of Douglas County.



## 2020 Budget Request Form – Douglas County, KS

The EAHS also has common focuses with Douglas County with regards to Human Services. Human Service and by extension public service are at the core of the purpose of the EAHS. Therefore, there are some commonalities with regards to the focus on Human Services. Human Services are “an interdisciplinary field with the objective of meeting human needs through an applied knowledge base, focusing on prevention as well as remediation of problems, and maintaining a commitment to improving the overall quality of life of service populations.” One of the most important and basic human needs is that of education. Education is the basic reason why the EAHS even exists. We exist to help educate the public with regards to the history of the Eudora area. The EAHS collects, protects and preserves history in order to educate the public. The EAHS considers itself an important educational institution which enriches the lives of Douglas County residents. Our main focus and our primary responsibility as an organization are to preserve our history, our culture, and our identity. As an organization, we strongly believe that understanding your community’s history helps foster civic pride and strengthens ones relationship with his/her community. If we lose our history, we lose our identity. Therefore, all of our actions to foster civic pride and identity also contribute to the focus on Human Service.

The EAHS also has common focuses with Douglas County with regards to Workforce Development/Economic Development. Museums can make excellent contributions to the economic development of a community. Museums, like the EAHS, attract visitors from around the region, and sometimes from around the country. Many people who have moved away from Eudora or Douglas County return for the first time in years, or decades, in order to visit the EAHS. About 30%-40% of the visitors to the EAHS are from outside of Douglas County. Many of these visitors also spend time in downtown Eudora shopping, thus contributing to the local economy. The majority of visitors to the EAHS are from Douglas County, around 60%-70% of all visitors. While these visitors are from within the County, many of them venture to our museum and to downtown Eudora for the first time, or, it’s one of the few times they have been downtown. The economic center of Eudora shifted away from downtown in the 1990s. The EAHS, the City of Eudora and other downtown businesses have been committed to bringing economic activity and vitality back to downtown Eudora. The EAHS has been a major component of the downtown’s revitalization. After the EAHS rehabilitated 720 Main Street, a number of other previously deteriorated and vacant downtown buildings were also rehabilitated. Downtown Eudora is currently stronger than it has been in years. Fewer buildings are vacant, more retail stores exist, and foot-traffic has increased greatly in downtown Eudora. The EAHS is the only museum in the community and one of the community’s primary attractions. The EAHS works closely with downtown Eudora businesses, organizations, the Chamber of Commerce and the Convention and Visitor’s Bureau in order to collaborate on programs, fund-raisers and events, and to promote downtown Eudora in general. Downtown Eudora, with its historical buildings (most of them are over 120 years old) and unique local businesses, is a highly important region of Douglas County. Downtown Eudora has economic and historical benefits, and the EAHS is committed to helping both.

## 2020 Budget Request Form – Douglas County, KS

double click on spreadsheet to open

[2020 Budget Request Detail](#)

calculated fields

Community Partner:	<b>Eudora Area Historical Society</b>					
	2016 Actuals	2017 Actuals	2018 Actuals	2019 Adopted Budget	2019 Current Estimates	2020 Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx	30,776	14,594	12,261	29,936	29,936	22,948
<b>Douglas County</b>	<b>10,000</b>	<b>15,000</b>	<b>15,000</b>	<b>14,605</b>	<b>14,605</b>	<b>14,605</b>
City of Eudora (Staff Salary/Benefits)	29,518	32,898	34,672	36,087	36,087	37,529
DGCO Seasonal Interpreter	0	3,000	0	0	0	0
720 Main St. Rehab Grants	80,100	0	33,200	17,100	17,100	13,288
720 Main St. Rehab Donations	2,755	7,850	4,903	5,415	5,415	301
Contributions (Operational Fund)	2,089	4,036	2,949	4,677	4,677	3,800
Grants for Exhibits	0	2,000	0	0	0	0
Maturation of CDs, Savings Transfer	5,351	0	0	0	0	0
SHPO Tax Credits	0	0	0	7,100	7,100	0
<b>Total Revenues:</b>	<b>129,813</b>	<b>64,784</b>	<b>90,724</b>	<b>84,984</b>	<b>84,984</b>	<b>69,523</b>
<b>Total Revenues and Fund Balance</b>	<b>160,589</b>	<b>79,378</b>	<b>102,985</b>	<b>114,920</b>	<b>114,920</b>	<b>92,471</b>
<b>Expenditures:</b>						
DGCO to Eudora (Salary reim.)	10,000	13,900	15,000	14,605	14,605	14,605
Staff Salary/Benefits	29,518	32,898	34,672	36,087	36,087	37,529
Operational Expenses	3,628	3,948	3,822	5,473	5,473	3,800
DGCO Seasonal Interpreter	0	3,000	0	0	0	0
720 Main St. Rehab Project	6,299	7,271	19,555	35,807	35,807	15,488
720 Main St. Access Addition	96,550	4,100	0	0	0	0
Exhibits (Grant Funded)	0	2,000	0	0	0	0
<b>Total Expenditures:</b>	<b>145,995</b>	<b>67,117</b>	<b>73,049</b>	<b>91,972</b>	<b>91,972</b>	<b>71,422</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>14,594</b>	<b>12,261</b>	<b>29,936</b>	<b>22,948</b>	<b>22,948</b>	<b>21,049</b>

0.00%

## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:	<b>Eudora Area Historical Society</b>
--------------------	---------------------------------------

#### Analysis of Revenue Sources:

##### Current Revenue Structure:

The revenue structure for the EAHS can be divided into three main categories:

1. Funding from Douglas County:  
All funds received from Douglas County are given to the City of Eudora as reimbursement for the salary of the EAHS's Executive Director.
2. Grants/Donations for building rehabilitation:  
All funds received from various grants and private fund-raisers are spent rehabilitating the Eudora Community Museum property at 720 Main Street. The amount of funds raised in this category varies greatly, and are raised according to need.
3. Private donations/membership dues:  
All other funds received from membership dues and private donations are used to pay for the basic operations of the EAHS. Funds raised in this category pay for all EAHS utility bills, insurance coverage, state fees, office supplies, bathroom supplies, educational activities, and public programs. The amount of funds raised in this category is more consistent year to year. The funds in this category are also raised and spent according to need.

##### Alternative Sources of Revenue:

Sources of revenue for staff salary for the position of Executive Director of the EAHS outside of the City of Eudora and Douglas County are virtually non-existent. Virtually all grants available to museums and nonprofits are not available to fund staff salary. There is one grant through the IMLS that funds staff development or staff salary. The EAHS has applied for this rare grant on four occasions, in 2011, 2013, 2015 and 2017. The EAHS was not awarded any grant funding on any of the occasions. Every single year we applied, we received feedback from the IMLS that we submitted very strong applications for funding, but, the grants were very competitive and not all grants were able to be funded. Private funds generated by the EAHS only range between \$3,000 and \$20,000 annually. All of those funds are used for the museum's operations and special projects. Even if those funds were not needed for specific purposes, the privately generated funds would not be enough to fund the position of Executive Director. Therefore, there really is no alternative source for the salary of the position of the Executive Director.

## 2020 Budget Request Form – Douglas County, KS

### **Narrative on How County Funding is Spent:**

The \$14,605 the Eudora Area Historical Society (EAHS) is requesting from Douglas County would help fund part of the salary of the Executive Director for the EAHS in 2020. The projected salary of the EAHS Executive Director in 2020 is: \$37,103. We project this figure based on the 2019 Executive Director salary (\$36,390) and the fact that the City of Eudora typically gives all employees a 2% raise annually.

The City of Eudora will provide the majority of the funding for the position of the Executive Director for the EAHS in 2020. The City of Eudora will contribute at least \$22,498 towards the position of the EAHS Executive Director in 2020. \$37,103 is a respectable wage, even though it is well below the national average for the position of Executive Director at a museum of comparable size. The City of Eudora also gives the EAHS Executive Director benefits such as health insurance, dental insurance, Vacation time, Sick time, Personal days, Holidays, and KPERS. All of the benefits the City of Eudora provides for the Executive Director in 2020 will be worth \$15,017. In terms of the salary for the Executive Director, the City of Eudora would fund 61% of the salary for the Executive Director in 2020. Douglas County would fund 39% of the salary for the Executive Director of the EAHS. The value of the salary and benefits for the position of Executive Director in 2020 will be \$52,134. In terms of the total cost for the position of Executive Director, the City of Eudora will pay for 72% of the costs for the position. Douglas County would pay for 28% of the costs for the position of Executive Director in 2020.

The biggest need for the EAHS remains funding for the position of the Executive Director for the EAHS. The EAHS has acquired funding for various projects through a variety of grants and donations. The day to day operations of the EAHS are funded by private donations. And the salary for the position of Executive Director for the EAHS is funded by the City of Eudora and Douglas County. The EAHS could not come close to funding the salary for the Executive Director. The EAHS has many important and significant goals. Expert supervision is needed to implement the EAHS's goals and vision. In order for the EAHS to be successful, they need an Executive Director. And in order to retain an expert Executive Director, like Ben Terwilliger, the EAHS needs to be able to pay the Executive Director a respectable wage.

The City of Eudora has set aside \$22,498 for the staffing of the EAHS in 2020. This funding alone, without Douglas County funding, would not be enough to employ an Executive Director with the necessary skills, talents and experience to be successful at the EAHS. Therefore, funding from Douglas County for the position of Executive Director is vital to the success of the EAHS. Funds from Douglas County for the position of Executive Director would be an incredibly valuable investment in the EAHS, as this investment would allow for the Executive Director to successfully achieve all of the EAHS's goals.

The EAHS has received funding from many sources for our projects. We have received over \$250,000 in grant monies in the last seven years from the Kansas Humanities Council, the Douglas County Heritage Conservation Council and Freedom's Frontier National Heritage Area. We have also generated approximately \$300,000 in private donations in the past seven years. However, all of the funds that have been raised from donations and grants are to fund the development of specific projects, like new exhibits and the museum at 720 Main Street rehabilitation project. The \$618,000 raised in the past seven years were not budgeted for the staff time needed to carry out these

## 2020 Budget Request Form – Douglas County, KS

projects. All of the funds that the EAHS has raised in the past seven years would not have been possible without the financial support for the salary of the Executive Director from the City of Eudora and Douglas County.

The funds provided to the EAHS for the salary of the Executive Director from Douglas County and the City of Eudora serve as an excellent example of how government support can improve the operations of a small organization tremendously. The investment that Douglas County has made with the EAHS has paid off substantially; both in terms of the services the EAHS can now offer the public, and with the funds the EAHS has been able to generate from this investment.

The EAHS has a dedicated base of volunteers that contribute significantly to all of our projects, however, they do not have the professional background to carry out several of these projects. Essentially, we have many great projects occurring simultaneously with the EAHS, and a very bright future. We just do not have the funding to carry out these projects through professional staff time without the support of the City of Eudora and Douglas County.

The major projects or responsibilities that will be completed as a result of funding the salary of the Executive Director includes:

- A. Supervision of efforts to rehabilitate 720 Main Street, the home of the Eudora Community Museum
- B. Management of EAHS and Eudora Community Museum Operations
- C. Management of EAHS Community Outreach
- D. Management of EAHS Historic Collections
- E. Management of EAHS Budget and Finances
- F. Management of EAHS visitor services

Item A will require 25% of the Executive Director's time in 2020. The Executive Director shall serve as the Project Manager for the continuing rehabilitation efforts at 720 Main Street, the home of the EAHS. The first phase, the rehabilitation of the first story of the project was completed in early 2015. The second phase, the rehabilitation of the 2nd story commenced in the spring of 2015 will ideally conclude in 2021. The Executive Director shall lead fund-raising efforts, write grants and solicit for donations for the project. The Executive Director shall also hire and manage contractors and the volunteer efforts for the rehabilitation work. The Executive Director will also perform some of the physical labor for the project.

Item B will require 30% of the Executive Director's time in 2020. The Executive Director shall be responsible for the management of all buildings and structures encompassing the Society, shall periodically review all policies and procedures relating to safety and security, and shall recommend updates concerning the same as necessary. The Executive Director shall make sure the Society has the necessary insurance coverage. The Executive Director shall set the hours the Eudora Community Museum is open to the public, and provide for

## 2020 Budget Request Form – Douglas County, KS

public tours during those hours. The Executive Director shall develop exhibits, signage and labels in the museum with the Board of Directors. The development of the Core exhibit also fits under this section and will consume a lot of time in 2020.

Item C will require 10% of the Executive Director's time in 2020. The Executive Director shall supervise community outreach for the Society and Eudora Community Museum. This includes organizing the six public programs throughout the year. Outreach includes developing the annual newsletter, maintaining internet activity and social media for the Society.

Item D will require 10% of the Executive Director's time in 2020. The Executive Director will supervise the historical collections of the Society and will strictly enforce the Society's Collection's Policy.

Item E will require 10% of the Executive Director's time in 2020. The Executive Director, with appropriate oversight from the Board of Directors, shall be responsible for developing an annual Budget for the Society. In connection with this responsibility, the Executive Director shall work with the Board to budget for special programs, manage spending, develop strategies for fundraising and seek out grants and contracts for the benefit of the Society.

Item F will require 15% of the Executive Director's time in 2020. Visitor services includes developing field trips for school groups. Several field trips for area students will be planned and implemented throughout 2020. The entire 3rd and 7th grade from Eudora Public Schools will likely visit for field trips in 2020.

Even though the salary for the Executive Director of the EAHS has increased every year since 2012, the current salary of \$36,390 and the projected 2020 salary of \$37,103 for the Executive Director of the EAHS remains significantly below average for comparable positions. According to [www.payscale.com](http://www.payscale.com), the average salary for a Museum Executive Director is \$59,869. The salary for the Executive Director of the EAHS will at some point need to be more competitive with the national average for Executive Directors.

Ben Terwilliger, the current Executive Director of the EAHS has accomplished much since he was hired in 2011. Listed below are some of the major accomplishments of the Executive Director:

### Primary Responsibilities:

1. Served as the first professional Executive Director for the Eudora Area Historical Society (EAHS) and the museum maintained by the EAHS, the Eudora Community Museum (ECM). Provided the EAHS with leadership, clear and obtainable goals, a vision, and implemented professional museum standards.
2. Supervised the entire process to rehabilitate the historic, but severely dilapidated property at 720 Main Street in Eudora to serve as the first permanent home for the ECM. This process included me arranging the donation of the property to the EAHS, raising the

## 2020 Budget Request Form – Douglas County, KS

equivalent of \$618,000 through grants, private donations, volunteer labor and donated materials, and getting the property listed on the State Register of Historic Places. The first phase of the project was completed in January of 2015 and the ECM relocated to the structure shortly thereafter. A \$100,000 access addition was completed in 2016. In 2017 the 2nd story was rehabbed.

Other Responsibilities/Achievements with the EAHS:

3. He has collaborated exceptionally well with the EAHS Board of Directors during his tenure as Executive Director.
4. Visitation to the Eudora Community Museum has grown exponentially during his tenure.
5. Membership with the EAHS has grown 300% during his tenure as a result of our positive and growing reputation and membership drives.
6. He supervised and implemented all public programming with the EAHS.
7. He drafted the annual EAHS budget since 2011 and managed all EAHS finances.
8. He successfully registered the EAHS as a 501c3 organization.
9. He wrote and edited the EAHS newsletter and all other publications since 2011.
10. He created an online presence for the EAHS, including a website and popular social media.
11. He researched and helped create new and educational exhibitions.
12. He developed and implemented standards based field trips for school groups.
13. He extensively organized the vast collections, implemented a new Collection's Policy, started preventative preservation plans and used PastPerfect software for cataloging.

The position of Executive Director with the EAHS is becoming an increasingly important and demanding position. The capacity in which the EAHS and the Executive Director of the EAHS serve Douglas County is continually growing. The current Executive Director of the EAHS feels fortunate to work with the EAHS and thoroughly enjoys his position. However, it is also becoming increasingly apparent that the salary for the Executive Director of the EAHS is well below the national average salary for museum Executive Directors. The Douglas County government could help maintain the salary for the position of Executive Director with the EAHS at respectable level by funding \$14,605 towards the salary of the Executive Director.

The EAHS anticipates no major changes to its revenues and expenditures in 2020 or beyond. The EAHS also anticipates no major reductions from any sources of funding in 2020 and beyond.

**Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:**

## 2020 Budget Request Form – Douglas County, KS

The beginning and ending fund balances demonstrates the responsible fiscal management of the EAHS and the Eudora Community Museum. The ongoing costs for rehabilitating the museum property are completely funded by funds that we have raised and have available. We will not go into debt to finish the rehab work, nor will we have many funds remaining once the work is completed. The funds we raised will cover all of our rehab costs.

### Analysis of expenditure changes:

The rehabilitation project at 720 Main Street will conclude in 2019. Once the rehab project is concluded, the annual expenses for the EAHS will be reduced dramatically. The annual income for the EAHS will also likely decrease once the rehab project is concluded, as there will be no more demand to raise large sums of money for the rehab project.

### Supplemental Request for Additional Funding

(This is in addition to the 2020 Request amount on page 1)

Community Partner:	<b>Eudora Area Historical Society</b>	<b>\$000</b>
--------------------	---------------------------------------	--------------

### Purpose for additional revenue from County:

NA

### Impact if supplemental request is not funded:

NA



## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	Lecompton Historical Society
2020 Request	\$68,740

Contact Name:	Paul Bahnmaier
Address:	640 Woodson, PO Box 68
City, State Zip	Lecompton, Ks 66050
Phone No.	785.887.6148
E-mail:	<a href="mailto:lanemuseum@aol.com">lanemuseum@aol.com</a>

#### Community Partner Overview:

2018 was again an exciting year for the society and all of Lecompton. We had visitors from all 50 states and Japan, Ireland, Czech Republic, United Kingdom, China, Russia, Brazil and Mexico. In the month of July visitors from 34 states toured this nationally important city. These visitors tour the museums, other historic sites, eat at the Methodist Church, Kroeger Country Meats, Aunt Netter's, shop at Recollections and Claymamas Art Workshop. This is economic development for Lecompton. We thank all the volunteers who make this possible. One tour group included 26 students from Marquette University High School in Milwaukee, Wisconsin who toured and then spent the night in the museum. They also ate twice at Aunt Netter's.

We attended several promotions events. We were thrilled to be a part of a group arranged by Kansas Wildlife, Parks and Tourism to visit New York City to promote Kansas and Lecompton. We were a part of Tour Kansas promoting this state in Des Moines, Iowa. We also attended "Tourism on the Hill" to help support tourism to the legislatures. The local TV, Newspapers and radio have also promoted events in Lecompton.

Territorial Day and a new event Bald Eagle Car Show were well attended and the volunteers for these events are appreciated.

The Lecompton Pride which is the group responsible for repurposing the former Lecompton High School Building has many activities all year. Cindy Treaster is retiring after 6 great years as President and Greg Howard will take her place. Brenda Hastert directed the annual Christmas play entitled Christmas in Madison County this year.

A new book titled, The Field of Blood, written by Joanne B. Freeman discusses the Violence in Congress and the road to Civil War. LECOMPTON IS THE ONLY CITY IN KANSAS MENTIONED IN THE BOOK.

Constitution Hall, the National Landmark where the Lecompton Constitution was written is a treasure that all America can appreciate. Tim Rues, the administrator, has invaluable knowledge of history.

Thank Rhonda Gibler, co-owner of ProPrint for the excellent work in creating the design of the Bald Eagle. Rhonda and her family are life members and live in Lecompton.

## 2020 Budget Request Form – Douglas County, KS

### Service Overview - Metrics and/or data that describe the service impact:

Donations to the museum and sales from the gift shop help defray operating costs but do not provide sufficient support to maintain the operations.

Reduced services would prohibit opportunities for visitors and students to experience this portion of Kansas and United States history.

City of Lecompton is an active participant in the Douglas County E-Community (Entrepreneurial) efforts. Because of the history of Lecompton, several loans have been approved for new businesses in Lecompton,.. These loans will all be paid back to the E-Community Fund. Any reduction in funding that would negatively impact tourism to Lecompton will also impact the vitality and future of these new businesses.

The Lecompton Historical Society supports Lecompton's Constitution Hall, a National Landmark, must provide advertisement and promotional efforts for this facility as the State Historical Society has not provided this service for ten years or more. Any reduction of funding to the Lecompton Historical Society will impact its' ability to provide this service.

It continues to be a concern that 15 of the 16 Kansas Historical Sites are now either closed, seasonal, have reduced hours, or have been taken over by hosts cities or counties, in order to keep the sites open year-round. Because of the support of our Legislative Delegation and the Douglas County Commission, through the Lecompton Historical Society, we have been able to avoid this same fate for Constitution Hall, which is the only remaining state site still operating without those reductions.



## 2020 Budget Request Form – Douglas County, KS

### Alignment to County Focus Areas and Collaboration:

Community Partner:	<b>Lecompton Historical Society</b>
--------------------	-------------------------------------

<b>Focus Area:</b>	
<p>In past years, Lecompton Historical Society has worked with the Douglas County Heritage Council for grants for a new roof and utility improvements and restoration of the 1892 city Jail.</p> <p>Freedom's Frontier National Heritage area and the Lecompton Historical Society have also worked together to improve and provide protection to the website, LecomptonKansas.com, to prevent future hacking.</p> <p>As stated previously, the City of Lecompton actively supports the Douglas County E-Community (Entrepreneurial) efforts. Several E-Community loans have been approved for new businesses in Lecompton,.. These loans will all be paid back to the E-Community Fund</p> <p>In addition, six citizens from Lecompton are currently participating in the "Leadership Douglas County" program sponsored by Douglas County Community Foundation and Douglas County E-Community.</p>	

## 2020 Budget Request Form – Douglas County, KS

	Actuals	Actuals	Actuals	Adopted Budget	Current Estimates	Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx	22,338	34,725	44,612	63,136	80,384	100,994
<b>Douglas County</b>	<b>70,598</b>	<b>70,598</b>	<b>70,598</b>	<b>70,598</b>	<b>68,740</b>	<b>68,740</b>
City of Lawrence	0	0	0	0	0	0
United Way	0	0	0	0	0	0
Grants	45,308	77,084	25,676	25,000	28,000	23,000
Fundraisers	3,125	7,612	7,500	7,500		7,500
Contributions	16,000	10,240	13,000	13,000	18,000	18,000
Other, Life Members	1,400	1,600	1,500	1,500	1,600	1,600
Other:	0	0	0	0	0	0
Interest	1,600	1,700	1,750	1,750	1,850	1,900
<b>Total Revenues:</b>	<b>138,031</b>	<b>168,834</b>	<b>120,024</b>	<b>119,348</b>	<b>118,190</b>	<b>120,740</b>
<b>Total Revenues and Fund Balance</b>	<b>160,369</b>	<b>203,559</b>	<b>164,636</b>	<b>182,484</b>	<b>198,574</b>	<b>221,734</b>
<b>Expenditures:</b>						
Salaries	48,900	46,785	42,000	42,000	42,000	42,000
Employee Benefits	0	0	0	0	0	0
Health Insurance	0	0	0	0	0	0
Supplies	12,000	15,378	14,400	14,000	15,300	21,000
Utilities, Building Maintenance	34,744	65,084	14,000	14,500	14,780	14,780
Travel & Training	0	0	0	0	0	0
Office Equipment	0	0	0	0	0	0
Debt Payments	0	0	0	0	0	0
Signs Brochures Promotion	26,000	27,100	26,500	27,000	28,000	28,000
Bald Eagle Newsletter	4,000	4,600	4,600	4,600	4,700	4,800
other	0	0	0	0	0	0
<b>Total Expenditures:</b>	<b>125,644</b>	<b>158,947</b>	<b>101,500</b>	<b>102,100</b>	<b>104,780</b>	<b>110,580</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>34,725</b>	<b>44,612</b>	<b>63,136</b>	<b>80,384</b>	<b>93,794</b>	<b>111,154</b>

0.00%

## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:

Lecompton Historical Society

#### Analysis of Revenue Sources:

Rice Foundation, Freedom's Frontier National Heritage Council, Douglas County Preservation and Heritage Council, Douglas County Community Foundation, Capital Savings and Loan Assn,

#### Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:

Our dedicated reserve is \$86,000. We have completed installing a new web page because the previous one had been hacked with pornography. We have several new front loading display cabinets. Our volunteer cataloguing continues.

#### Analysis of expenditure changes:

Anticipated purchase of new display cabinets



## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	<b>Santa Fe Trail Historical Society of Douglas Co.</b>
2020 Request	<b>\$3930</b>

Contact Name:	Roger Boyd
Address:	520 Third St. PO Box 379
City, State Zip	Baldwin City, KS 66006
Phone No.	785-424-0595
E-mail:	rboyd@bakeru.edu

#### Community Partner Overview:

Our main goal is to maintain and preserve those areas of historical importance in South Douglas County. We assist the City, Baker University, the County, and the Chamber of Commerce in various ways from identifying historically important artifacts and properties and promoting the historical nature of the town and surrounding areas. Various members act as tour guides for groups that come to Baldwin to view the historical sites of the area. We maintain the Black Jack Cabin as well as the wagon ruts and native prairie in the Ivan Boyd Memorial Prairie Preserve (jointly with the county). These ruts are among the best along the entire trail. The Santa Fe Depot is under our supervision which allows Midland Railroad to operate their tourist train, Polar Express event, and the Kansas Belle Dinner train out of the depot. We also own and manage Allen Park, the Vinland Grange Hall, Clearfield School, Signal Oak, and Palmyra Well site. All of which require insurance and upkeep from mowing to painting and repair.

#### Service Overview - Metrics and/or data that describe the service impact:

Some of these funds are used in the annual upkeep of these properties as well as mowing, dead tree removal, landscaping upkeep, insurance, termite inspection and treatment. Several of these sites are visited often and some are used for picnicking appreciating nature and other family outings. The cabin, grange, and Clearfield school are all available for various groups to use for various meetings. This requires them to be in good condition. The Ivan Boyd Prairie requires periodic burning and occasionally needs additional mowing and tree removal beyond what the county does. We have signage at 20 locations that need to be re-painted or re-placed occasionally. We have also recently renewed our partnership with Baker University to help maintain the Old Castle, Palmyra Post Office, and Kibbee Cabin replica. We are providing 10% of the funding for the restoration of Palmyra Post Office currently on going. All of these sites are used as part of our educational mission to the area through tours and open houses. This past year we had the Grange, Black Jack Cabin, and Clearfield School open for some events such as the Farm Tour and Maple Leaf Festival. We also led two bus tours to various historic sites on Saturday during Maple Leaf Festival.

## 2020 Budget Request Form – Douglas County, KS

### Alignment to County Focus Areas and Collaboration:

Community Partner:	Santa Fe Trail Historical Society of Douglas Co.
--------------------	--

<b>Focus Area:</b>	
<p>We align best with <b>Heritage Conservation and Land Management</b> and <b>Economic Development</b>. Many of the things that we do involve upkeep to historical structures and sites. We also install and maintain information signage and lead tours for the general public to learn more about the importance of various historical structures and sites. In maintaining the historical integrity of the Santa Fe Depot we are providing a structure that is critical to the Midland Tourist Train and Kansas Belle Dinner Train. Both of these are major economic generators for the city and the presence of a historic depot adds to that experience.</p>	

## 2020 Budget Request Form – Douglas County, KS

double click on spreadsheet to open

2020 Budget Request Detail

calculated fields

Community Partner:	Santa Fe Trail Historical Society of Douglas County					
	2016 Actuals	2017 Actuals	2018 Actuals	2019 Adopted Budget	2019 Current Estimates	2020 Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx	39,626	18,481	27,215	27,526	27,526	27,286
<b>Douglas County</b>	<b>4,036</b>	<b>4,036</b>	<b>4,036</b>	<b>3,930</b>	<b>3,930</b>	<b>3,930</b>
City of Lawrence						
United Way						
Grants						
Fundraisers						
Contributions	546	342	403	350	350	
Other: Midland & Rentals	9,315	9,263	9,660	9,600	9,600	
Other: SFTA Symposium		1,666				
Interest	75	85	94	80	80	
<b>Total Revenues:</b>	<b>13,972</b>	<b>15,392</b>	<b>14,193</b>	<b>13,960</b>	<b>13,960</b>	<b>3,930</b>
<b>Total Revenues and Fund Balance</b>	<b>53,598</b>	<b>33,873</b>	<b>41,408</b>	<b>41,486</b>	<b>41,486</b>	<b>31,216</b>
<b>Expenditures:</b>						
Insurance	2,480	2,501	2,481	2,500	2,500	
Dues	818	585				
Utilities	487	508	468	500	500	
Meeting Expenses	607			150	150	
Signage		533		450	450	
Clearfield School Maintenance	1,367			300	300	
Depot Grant & Maintenance	27,693	846	1,010	5,000	5,000	
Other: Sign Maint.	300					
Other: Mowing	1,235	1,775	1,700	1,800	1,800	
Other: Symposium	130		1,033	1,000	1,000	
Other: Palmyra Post Office Project			7,190	2,500	2,500	
<b>Total Expenditures:</b>	<b>35,117</b>	<b>6,748</b>	<b>13,882</b>	<b>14,200</b>	<b>14,200</b>	<b>0</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>18,481</b>	<b>27,125</b>	<b>27,526</b>	<b>27,286</b>	<b>27,286</b>	<b>31,216</b>

0.00%



## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:	Santa Fe Trail Historical Society of Douglas Co.
--------------------	--

#### Analysis of Revenue Sources:

We have three revenue streams: 1) membership 2) county funding 3) lease/rental of the depot, Vinland Grange, Black Jack Cabin. Our membership is currently 42 at \$5/person = \$210. The lease of the depot to Midland Railroad is based on ridership. Our lease indicates \$0.35/ticket but we have capped the total amount at \$9,000/ year. Periodic rental of the Grange and Black Jack Cabin averages \$600/year. At this time it is highly unlikely that we can increase the amount of rental fees for these spaces. As indicated above, we own and manage a number of structures and properties. We have costs of insurance for each of the structures. Most of the properties are mowed by volunteers except for the depot. We try to be frugal with our expenses because we know that major repairs are inevitable so we maintain reserve funds to be able to meet those needs when they arise. One of our long term goals is to have brief descriptive signs at all historic buildings and sites. Another goal is to develop a tour guide to all of these locations in south Douglas County. As funding is available we continue to work on these goals. We are currently collaborating with the National Park Service to develop a more accessible trail to the wagon ruts at Black Jack Park. This will require a partnership effort between several different entities sometime in the future.

#### Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:

Our beginning and ending fund balances have been fairly stable. We have money in cash reserves that are not dedicated or restricted for any particular use as the need is sometimes unpredictable. We keep these reserves in anticipation of repairs needed to the various properties.

#### Analysis of expenditure changes:

One expense so far this winter has been refinishing the floor in the north waiting room of the depot. We also need to refinish the floor in the gift shop and office but due to scheduling conflicts we are waiting until January 2020 to do those. We are also anticipating some unexpected costs on the Palmyra Post Office project and have included that in our 2019 budget. We do not anticipate beginning the trail project at Black Jack park until 2020.

## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	<b>Black Jack Battlefield Trust, Inc.</b>
2020 Request	\$9,737

Contact Name:	Ken Abitz, Treasurer
Address:	PO Box 44
City, State Zip	Baldwin City, KS 66006
Phone No.	785-380-9156
E-mail:	info@blackjackbattlefield.org

#### Community Partner Overview:

The Black Jack Battlefield Trust is a 501(c)(3) non-profit organization that owns and operates the forty-acre Black Jack Battlefield and Nature Park, site of the June 2, 1856, Battle of Black Jack, in which a Free State militia led by the abolitionist John Brown attacked and defeated a proslavery militia led by Henry Clay Pate in a three-hour engagement known as “the first regular battle between Free State and proslavery men in Kansas.” It was the opening battle in John Brown’s war on slavery and led to his raid on Harpers Ferry on October 16-18, 1859. As such, the Battle of Black Jack played a significant role in the lead-up to the outbreak of the Civil War in April 1861. Its impact was felt nationally at the time, and a growing body of historians believes that Black Jack was the first true battle of the American Civil War.

The park also contains the Robert Hall Pearson Farmhouse and Farmstead. Pearson was an early pioneer of Douglas County, and fought in the battle alongside of John Brown. He later purchased the land that contained the battlefield, and in 1890 built a farmhouse overlooking where the fighting had been heaviest. The house has recently been preserved through a grant from the Douglas County Heritage Conservation Council.

In addition to the battlefield, house, and farmstead, the park encompasses a natural area of riparian and upland woods, wetlands, and an upland prairie restoration area. There are also several nature trails winding for several miles through the park.

The battlefield and park are on the National and State Registers of Historic Places and are part of the Black Jack Battlefield National Historic Landmark. The Trust is governed by a board of trustees that currently numbers 12 individuals. There are no paid employees; all work is performed by volunteers. Prior to 2015, the Trust had no consistent outside funding sources, and its day-to-day activities were funded exclusively through memberships and donations from interested individuals and organizations, and special projects were funded through grants. In 2015, the Trust received funding of \$10,000 from the Douglas County Commission through inclusion in the 2015 County Budget. In 2017 the Trust became a community partner with the county to receive funding of \$10,000 from the Douglas County Commission through inclusion in future county budgets.

Since it purchased the property in 2003 from the widow of a direct descendant of Robert Hall Pearson, the Trust has made significant advances in the experience that visitors to the site enjoy. Some examples are:

## 2020 Budget Request Form – Douglas County, KS

- Beginning in 2006 with the 150<sup>th</sup> anniversary of the battle, the Trust has conducted annual commemoration activities the first week of June. These have included two reenactments of the battle, living history candlelight tours, and interactive guided tours of the battlefield. An entrance fee has been requested for the larger anniversary events.
- Beginning in 2007, the park was opened to visitors for self-guided tours from dawn to dusk, year-round.
- Also, in 2007, the Trust began offering guided tours of the battlefield at 1:00 p.m. on weekend afternoons from the first of May through mid-October. All tours are free and open to the public.
- Beginning in 2012, the Trust has collaborated with the Brown v. Board National Historic Site and Freedom's Frontier National Heritage Area in their summer youth camps by providing a series of free programs at the battlefield for the camp attendees.
- Multiple interactive guided tours are scheduled on the Saturday and Sunday of Baldwin's Maple Leaf Festival. In addition, naturalists offer guided tours of the nature park.
- Guided tours of the battlefield are also available by special arrangement for schools, historical societies, senior organizations, and other interested groups. A fee is requested from non-school groups.
- A newly redesigned Battlefield Walking Tour Brochure was introduced in 2014 for distribution on site and at other selected venues.
- The entire Black Jack Battlefield and Nature Park will continue to be open daily from dawn to dusk for public access and enjoyment.

The 2014 completion of the 2011 Heritage Conservational Council grant awarded for stabilization and renovation of the Pearson House enabled the Trust to again provide public access to the house during the park's 1:00 p.m. weekend guided tours and for the other scheduled tours and events that were held throughout the year. The second Heritage Conservational Council grant awarded in 2015 for finishing the interior surfaces of the Pearson House has again limited public access to the house, but the work is progressing nicely and when finished, the house will again have public access during events on the property. This intended to be sometime in 2017.

The Trust has plans to continue providing educational programming to area schoolchildren.

The Trust continues to seek out and implement ways to improve the visitor experience and bring the story of this nationally significant event in our shared history to the local community, the State of Kansas, and to the nation at large. One example is the Battle of Black Jack Traveling Exhibit. Produced with funding provided by the Kansas Humanities Council, the traveling exhibit had its public unveiling at Harpers Ferry, West Virginia, in October 2009 as part of the 150<sup>th</sup> anniversary commemoration of John Brown's Raid there. The traveling exhibit has been installed at numerous locations in Kansas and Missouri since its 2009 unveiling and is available for scheduling by interested venues for a small fee.

## 2020 Budget Request Form – Douglas County, KS

The Trust has been able to carry out an impressive number of important activities in its first 14 years of existence without a stable source of funding. Having been made a community partner of the county in 2018 has provided a stable source of funding for ongoing and one-time expenses that otherwise would have consumed membership and donation funds that now can be utilized by the Trust to continue and expand what it has done in the past, and what it will be able to do in the future.

### **Service Overview - Metrics and/or data that describe the service impact:**

The Trust's performance measures are limited to tracking the number of individuals attending special events at Black Jack, such as, Park Day, Annual Anniversary Event, and the Maple Leaf Festival. These measures are only a small indicator of the number of individuals who visit the site. The Trust is open to the public each day for which we do not have staff to monitor those that walk the nature trails, conduct a self-guided tour of the Battlefield, etc.

## 2020 Budget Request Form – Douglas County, KS

### Alignment to County Focus Areas and Collaboration:

Community Partner:	<b>Black Jack Battlefield Trust, Inc.</b>
--------------------	---

<b>Focus Area:</b>	
<p>The Trust has been in the process of preserving the prairie grasses, identifying the areas for continuing the preservation of the land and environmental resources. The Trust has met with local prairie preservation experts and, as funds are available, plan to make the necessary improvements to the landscape of Black Jack. The Black Jack property fits well with the focus of the Heritage Conservation and Land Management plans of Douglas County.</p>	

## 2020 Budget Request Form – Douglas County, KS

double click on spreadsheet to open

**2020 Budget Request Detail**

calculated fields

Community Partner:	Black Jack Battlefield Trust, Inc.					
	2016 Actuals	2017 Actuals	2018 Actuals	2019 Adopted Budget	2019 Current Estimates	2020 Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx	29,437	28,106	46,296		48,316	50,766
<b>Douglas County</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>9,737</b>
Grants						
Fundraisers						
Contributions	7,509	6,509	9,389	8,500	8,500	7,000
Other: Events/Item Sales	515	375	772	450	450	300
Douglas County Heritage Grant (Renovations to Pearson Historic Home)		12,636	(3,970)			
Interest	30	51	44	50	50	40
<b>Total Revenues:</b>	<b>18,054</b>	<b>29,571</b>	<b>16,235</b>	<b>19,000</b>	<b>19,000</b>	<b>17,077</b>
<b>Total Revenues and Fund Balance</b>	<b>47,491</b>	<b>57,677</b>	<b>62,531</b>	<b>19,000</b>	<b>67,316</b>	<b>67,843</b>
<b>Expenditures:</b>						
Business Exp (Ann Rpt, Bank Fees, Sales Tax)	199	70	101	200	200	120
Contract Services (Acctg, Advertising)\	679	131	400	400	400	200
DCCF Endowment Contribution	800	0	640	200	200	200
Renovations to Pearson Historic House (Replace Roof-2018)	7,006	1,060	350	2,500	2,500	5,500
Facilities (Upkeep & Improvement of Site Facilities)	1,703	1,850	3,701	2,400	2,400	2,500
Site Maintenance (Upkeep & Improvements of Grounds/Equip)	1,556	2,589	2,867	2,000	2,000	5,200
Operations (Office Functions: Postage/Print/Website/PO Box)	450	683	504	450	450	400
Utilities (Phone/Electric)	1,656	469	1,486	1,650	1,650	600
Advertising/Marketing	960	408	0	500	500	200
Insurance (Liability/D&O)	2,339	2,384	2,469	2,700	2,700	2,500
Membership Dues (Chamber/Santa Fe Trail/AASLSH, etc)	312	215	381	300	300	300
Staff Development	0	287	0	300	300	0
Membership Retention, Recruitment/Outreach	520	0	0	300	300	200
Events	21	0	0	150	150	150
Merchandise to Sell	0	0	0	500	500	500
Printing of Walking Tour Brochures	0	0	0	0		600
Debt Payments	1,184	1,235	1,315	2,000	2,000	2,000
<b>Total Expenditures:</b>	<b>19,385</b>	<b>11,381</b>	<b>14,214</b>	<b>16,550</b>	<b>16,550</b>	<b>21,170</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>28,106</b>	<b>46,296</b>	<b>48,316</b>	<b>2,450</b>	<b>50,766</b>	<b>46,673</b>

-2.63%

## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:	<b>Black Jack Battlefield Trust, Inc.</b>
--------------------	---

#### Analysis of Revenue Sources:

The Trust has historically relied on memberships and donations to fund operational and other ongoing expenses. County partner funding allows the Trust to shift the target of those funds. The Trust will continue to strive to increase memberships and donations, as such increases will be needed to keep pace with the ever-increasing needs of managing an historic site.

The funding of special projects not part of operating expenses has been and will continue to be the focus of grant seeking activities. One such project is to construct an all-weather environmentally responsible parking area on the property away from E 2000 Road. The Trust is currently raising funds for the project and has received over \$11,000 in donations. The board has worked and is working diligently to address sustainability and is continuing to develop long-term fundraising plans.

#### Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:

The beginning and ending fund balances contain all but the funds maintained in restricted accounts. The estimated ending 2018/beginning 2019 balances was less than 2017/2018 because of the use of funds in 2018 to replace the roof on the Robert H Pearson house. We will continue to increase direct public support in 2019 and 2020.

The Budget Request Form spreadsheet figures do not include restricted funds that are kept in special accounts separate from the operating account. These five accounts are listed below along with their current balances:

- Black Jack Gate Project - \$16,115
- Debt Retirement - \$14
- Event Account - \$15
- Black Jack Endowment-Douglas County Community Foundation - \$2,937

Parking Area Project - \$11,036

#### Analysis of expenditure changes:

## 2020 Budget Request Form – Douglas County, KS

In 2019, the Trust plans to re-gravel the driveway for an estimated cost of \$1,200. Other expenses include painting the exterior of the Pearson house and repair of the water damage to the upstairs ceilings of the Pearson house for an estimate of \$3,000. Additionally, the rock bridge just east of the Pearson house is need of repair for which \$2,000 has been allocated for basic filling and grading of the surface of the bridge.

Future long-term significant expenditures, for which grants will be identified as a funding resource include composite toilets, a parking lot, visitor center, and long-term water source.



## 2020 Budget Request Form – Douglas County, KS

### Supplemental Request for Additional Funding

(This is in addition to the 2020 Request amount on page 1)

Community Partner:	<b>Black Jack Battlefield Trust, Inc.</b>	<b>\$000</b>
--------------------	---	--------------

#### Purpose for additional revenue from County:

Although the Trust could use supplemental funding from the County to help carry out its mission, our understanding is that the County budget will not allow for such funding. We therefore are not requesting supplemental funding for 2020. This is not to indicate that we will not be interested in doing so in the future if the County budget would allow it.

#### Impact if supplemental request is not funded:

N/A

## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	<b>Clinton Lake Historical Society</b>
2020 Request	\$27,821

Contact Name:	Janet Faust
Address:	6633 SE 101 <sup>st</sup> St
City, State Zip	Berryton, KS 66409
Phone No.	316-841-9905
E-mail:	Janet.faust@houseofbigprints.com

#### Community Partner Overview:

The Clinton Lake Historical Society's primary function is to equip, maintain and operate the Wakarusa River Valley Heritage Museum, leased from the U.S. Army Corps of Engineers in Bloomington Park at Clinton Lake. The museum is open to the public from May through September on Saturdays and Sundays, and by appointment throughout the entire year. The museum hosts school tours, senior citizen groups and Douglas County civic groups on a consistent basis. Visitors enjoy rotating exhibits as well as four permanent displays showcasing (1) *Wakarusa River Valley Communities—the Early Years*, (2) *Angels of Freedom – Underground Railroad Heroes of the Wakarusa River Valley*, (3) *Agriculture in the Wakarusa Valley*, and (4) *One-Room Schoolhouse Education*. Some of the museum's 2018 special event highlights included: a reunion for former teachers and students of one-room schoolhouses in Douglas County, Movie at the Museum night, the Douglas County Water Festival, co-hosted with the Douglas County Conservation District (an all-day field trip for Douglas County 5<sup>th</sup> graders), the 145<sup>th</sup> Annual Harvest Home Picnic & Pie Auction which has become a profitable fundraiser, and Santa at the Museum (picture day for families and pets).

#### Service Overview - Metrics and/or data that describe the service impact:

The Wakarusa River Valley Heritage Museum preserves the heritage and history of a specific area of west Douglas County that includes the townships of Clinton, Kanwaka, Marion, Willow Springs and Wakarusa. Some of the early communities from the 1850s might only be marked by a lone foundation, an abandoned or repurposed structure or in some cases, nothing at all. Yet, the descendants from the early settlers who continue to live near or in the area and current residents desire to preserve the heritage. The Wakarusa River Valley Heritage Museum not only serves that role, but is also an invaluable asset for hosting meetings, events, reunions and social gatherings for the area.

In 2018, the board (made up of seven members) donated 1,110 volunteer hours, more than \$1,000 in contributions and traveled over 3,900 miles for museum related activities. More than 1,000 visitors signed the museum's guest book which was up 25% from prior year. Ninety percent were from the Douglas County and surrounding area, but we also had multiple out-of-state visitors who spanned the country from as far away as Alaska and Florida.

## 2020 Budget Request Form – Douglas County, KS

### Alignment to County Focus Areas and Collaboration:

Community Partner:	<b>Clinton Lake Historical Society</b>
--------------------	--

<b>Focus Area:</b>	Heritage Conservation and Land Management
<p>The County funds are a lifeline for the Wakarusa River Valley Heritage Museum in order to have a permanent facility to preserve the history and heritage of Douglas County communities that were ultimately affected by the building of Clinton Dam. The museum stores collections from Douglas County families whose history and heirlooms are preserved for prosperity and shared with those who seek to understand and acquaint themselves with the history. School groups, scout troops, church organizations, college students, park visitors and genealogists are all regular guests. Additionally, there are frequent visitors researching family histories from the communities represented by the museum.</p> <p>The Clinton Lake Historical Society is part of the Heritage Conservation Council, coordinated by Jan Shupert-Arick. Through this relationship, we have developed a partnership with Watkins Museum and have begun coordinating shared employee resources in 2019. We are excited that this partnership will provide an education/outreach coordinator for our Museum. We look forward to enhancements that will introduce youth to history through hands-on experiences as we move forward.</p> <p>The Clinton Lake Historical Society is a part of Freedom's Frontier National Heritage Area and the Kansas Museum Association. Both organizations serve us with opportunities for resources, educational training and marketing exposure outside our immediate service area.</p>	

## 2020 Budget Request Form – Douglas County, KS

	2016 Actuals	2017 Actuals	2018 Actuals	2019 Adopted Budget	2019 Current Estimates	2020 Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx	8,899	15,350	22,183	18,456	27,789	21,567
<b>Douglas County</b>	<b>19,272</b>	<b>28,573</b>	<b>28,573</b>	<b>27,821</b>	<b>27,821</b>	<b>27,821</b>
City of Lawrence						
United Way						
Grants	2,400	3,008	10,600	5,000	6,657	7,000
Fundraisers	221	545	1,062	1,000	1,060	1,500
Contributions	295	1,243	2,205	1,000	1,600	2,000
Other: Memberships, memorials, books	2,698	1,720	3,218	2,000	2,300	2,500
Other: Building Fund	3,000					
Interest						
<b>Total Revenues:</b>	<b>27,886</b>	<b>35,089</b>	<b>45,658</b>	<b>36,821</b>	<b>39,438</b>	<b>40,821</b>
<b>Total Revenues and Fund Balance</b>	<b>36,785</b>	<b>50,439</b>	<b>67,841</b>	<b>55,277</b>	<b>67,227</b>	<b>62,388</b>
<b>Expenditures:</b>						
Salaries	4,242	12,635	15,381	18,500	1,760	0
Employee Benefits						
Health Insurance						
Supplies	521	1,315	3,401	2,000	8,500	8,500
Utilities, Building Maintenance	6,043	6,927	8,078	11,500	6,200	6,500
Travel & Training	0	25	50	300	500	500
Office Equipment	0		389	600	1,000	1,000
Debt Payments						
Other: Insurance, Operations, Security	5,279	1,974	2,093	2,500	3,200	3,200
Other: Contract Svc's	5,350	5,380	10,660	11,300	4,500	5,000
Other: Building Improvements (ADA)					20,000	20,000
<b>Total Expenditures:</b>	<b>21,435</b>	<b>28,256</b>	<b>40,052</b>	<b>46,700</b>	<b>45,660</b>	<b>44,700</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>15,350</b>	<b>22,183</b>	<b>27,789</b>	<b>8,577</b>	<b>21,567</b>	<b>17,688</b>

0.00%

## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:	<b>Clinton Lake Historical Society</b>
--------------------	--

#### Analysis of Revenue Sources:

In 2019, 71% of our funding is sourced from Douglas Co.; 17% from grants; and 13% from fundraisers, contributions, membership dues and book sales. The Douglas County funding is critical for the overall operating expense of the museum. The Clinton Lake Historical Society has always strived to generate funds through fundraisers, membership support, grants and the generosity of donors. As a dedicated non-profit, we will continue to work to access all avenues of economic assistance so that we can continue to grow our services and provide a relevant and effective museum.

#### Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:

You will see about \$2,600 revenue upside in the 2019 current estimates vs adopted budget due to some line item revisions based on trends. Also, the 2019 current expenditures have revisions from the adopted budget. Based on building needs, the board elected to forego the museum administrator salaried position at the beginning of 2019 and redirect the salary funds toward building modifications and exhibit updates. ADA compliant ramps and restrooms are the first priority. Also, in phases, we are planning to expand the exhibit hall to accommodate new and improved displays, plus storage. Knowing that will be a sizeable expense, we will launch a public funding campaign while searching for grants that could offset the costs.

The starting balance for 2019 has upside, due to additional revenue generated through grants, membership and contributions in 2018.

Our restricted cash reserves balance remains at \$22,650 to be utilized accordingly: \$3,500 toward maintenance of the Bidinger Family garden; \$16,500 toward new or additional building expenses; and, \$2,650 in memorial funds to be specified for projects completed in the name of the donor.

#### Analysis of expenditure changes:

As mentioned above, the board elected to forego the museum administrator salaried position at the beginning of 2019 in order to redirect the salary funds toward building modifications and exhibit updates. The intentions are to continue with minimal payroll in 2020 by utilizing the shared employee resource opportunity with Watkins Museum as we redirect the administrative payroll expense toward completing a museum that can display and host exhibits that will provide new avenues to market and drive new revenue.

## 2020 Budget Request Form – Douglas County, KS

### Summary and Community Partner Overview

Community Partner:	<b>Douglas County Historical Society</b>
2020 Request	<b>\$235,539</b>

Contact Name:	Steve Nowak
Address:	1047 Massachusetts Street
City, State Zip	Lawrence, KS 66047
Phone No.	785-841-4109
E-mail:	snowak@watkinsmuseum.org

#### Community Partner Overview:

The Douglas County Historical Society was formed in 1933 out of a community interest to preserve local history. In 1975, the Society opened the Watkins Museum of History in the former Watkins National Bank Building, an architecturally significant historic landmark at the corner of 11th and Massachusetts Street in downtown Lawrence. The mission of the Douglas County Historical Society is to encourage civic engagement by supporting the research and interpretation of Douglas County history through active exhibits and thought-provoking educational programs. The Watkins Museum provides the Society a home base for public engagement with history: housing 3-D and archival collections numbering about 30,000 items and providing a venue for research, exhibitions, educational programs, and events.

Thanks to the continued financial support of Douglas County, the Douglas County Historical Society has enhanced the stature of the Watkins Museum of History and created a vital, community-engaged institution that is achieving a higher level of public involvement than at any time in its 43 year history. Partnerships with Freedom's Frontier National Heritage Area, University of Kansas Museum Studies Program, and Kansas Museums Association, and programming for educators from metropolitan Kansas City school districts have established a reputation for professional leadership and the raised the profile of the organization regionally.

Funding from Douglas County will primarily support occupancy and staffing expenses associated with ongoing operations of the Watkins Museum of History. Operational activities include public programming exploring the heritage of Douglas County, its intersections with state and national history, and its connections with today's issues and concerns; curriculum-based tours, in-school, and distance-learning programs for students K-university; changing exhibits presented in three different museum galleries; processing and maintaining collections materials; assisting researchers, both on-site and via phone and e-mail; providing meeting space for community groups such as the Sons of Union Veterans of the Civil War, the League of Women Voters, the Lawrence Arts Roundtable, and Downtown Lawrence, Inc.; and maintaining open hours for public access. County funds also support maintenance of the historic 1888 Watkins National Bank Building, which houses the museum. In addition to building maintenance, major operational expenses for the Watkins Museum include utilities, insurance, and staffing. Four full time and eight part-time positions (ranging from 29 to 10 hours/week), 27 volunteers, and two interns (funded by a foundation grant) provide visitor service, collections management, facilities maintenance, research assistance, and facilitate public programming.

## 2020 Budget Request Form – Douglas County, KS

### Service Overview - Metrics and/or data that describe the service impact:

Efforts to raise the professionalism of museum operations and increase public engagement started by the Douglas County Historical Society in 2010, with financial support from the County, have achieved a high level of community impact, evidenced by steadily increasing attendance, increased community partnerships, greater involvement with regional schools and educators, growing membership, increased earned revenue, higher levels of public awareness, and a broader base of financial support. Douglas County's investment produced a museum that is a significantly more vital community asset:

2018 attendance of 22,249 shows a 25% increase over 2017. In 2018 the Watkins Museum:

- Presented 13 changing exhibits, 52 public programs, and 64 experiences for students, K-university.
- Increased membership by 12% to 308.
- Maintained a robust social media presence increasing Instagram followers 57%, to 1,215 and Facebook followers 27% to 3,422; e-newsletter subscribers increased 38% to 769.

Between 2010 and 2018, the DCHS raised just over \$1,000,000 in grants and private donations:

- \$533,000 to install state-of-the art core exhibits on the second and third floors (the second phase of 3rd floor installation will open fall 2019).
- \$265,000 on restoration and upgrading mechanical, security, lighting, and electrical systems in the 130-year-old Watkins building, listed on the National Register of Historic Places.

The Watkins Museum engages communities county-wide with local history:

- Traveling the Fair Housing exhibit co-developed with the City of Lawrence to six local venues in 2018.
- Working with University of Kansas, Bowersock Mills and Power Company, and Guardians of Grover Barn to develop outdoor interpretive kiosks exploring heritage stories on their sites.
- Collaborating with the Wakarusa River Valley Heritage Museum to develop family programming and provide staffing for weekend museum public hours at Clinton Lake.
- Coordinating production of traveling exhibits on Freedom's Frontier Heritage Area themes for display in partner organizations across the heritage area.

The Watkins Museum promotes heritage tourism, economic development, and the vitality of downtown Lawrence:

- Participating in Explore Lawrence's initiatives to increase heritage tourism in Douglas County and, with their advice, developing a new promotional brochure to engage visitors who might not have an initial interest in history museums.

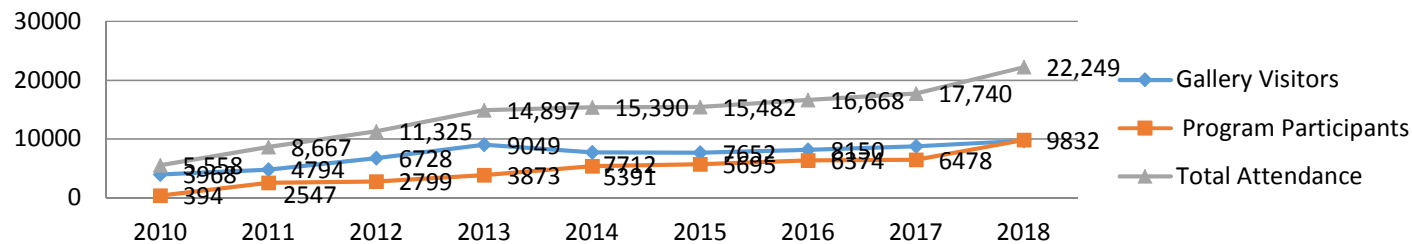
## 2020 Budget Request Form – Douglas County, KS

- Engaging in Downtown Lawrence, Inc.'s efforts to draw business to downtown and providing DLI's downtown discount passport as a benefit of DCHS membership.

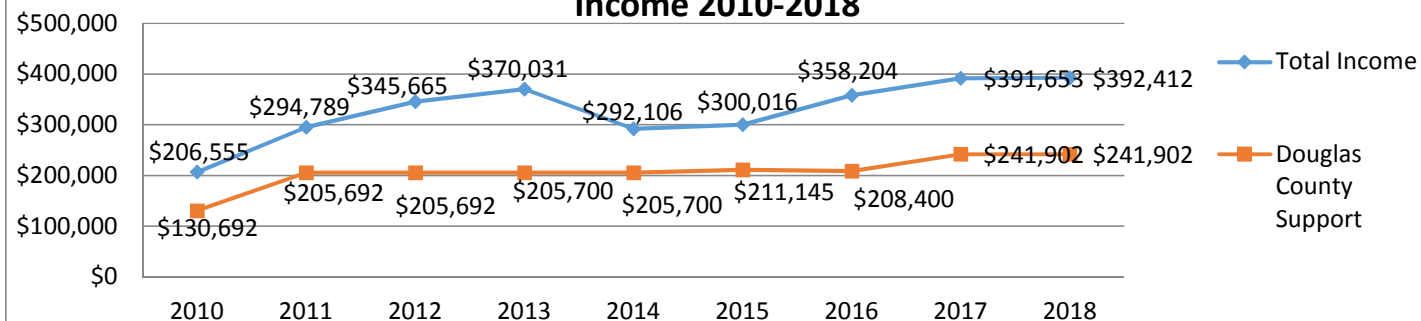
County funding helped the DCHS leverage an additional \$150,500 in operating funds in 2018

The oversight of the DCHS Board of Directors, the responsible management and creativity of Watkins Museum staff, and the financial investment made by Douglas County have created a noteworthy institution, supported by the community, that achieves a great deal through effective use of limited resources—an institution that is emerging as a cultural anchor in downtown Lawrence of the stature of the Lawrence Arts Center and Lawrence Public Library.

### Watkins Museum Attendance



### Douglas County Historical Society Income 2010-2018





## 2020 Budget Request Form – Douglas County, KS

### Alignment to County Focus Areas and Collaboration:

Community Partner:	<b>Douglas County Historical Society</b>
--------------------	--

<b>Focus Area:</b>	Heritage Conservation and Land Management
<p>The work of the Douglas County Historical Society and Watkins Museum of History aligns primarily with the focus area of Heritage Conservation. The DCHS preserves and maintains the historic 1888 Watkins National Bank Building, a significant architectural and historic landmark in downtown Lawrence, listed on the national, state, and Lawrence register of historic places. The building houses the Watkins Museum of History and its collection of artifacts, photographs, historic documents, and research files that preserve the record of Douglas County's past. Equally important to its preservation activities are the activities the DCHS undertakes, through programs, tours, exhibits, and educational experiences presented at the Watkins Museum and offsite in the community, to engage the public with Douglas County heritage and connect stories of the people and events that shaped the county with the artifacts, documents, and historic places that represent the past.</p> <ul style="list-style-type: none"><li>• Attendance for 2018 was 22,249, a 25% increase over FY 2017</li><li>• Walk-in visitors accounted for 8,861 of the total, a 12% increase over 2017</li><li>• 852 people participated in a guided tour of the Watkins Museum</li><li>• 2,632 people attended meetings or rental events at the museum</li><li>• 133 researchers visited the archives</li><li>• 7,784 people attended programs at the museum</li><li>• 2,048 attended museum programs and presentations held off-site</li><li>• The Watkins presented 13 changing exhibits, 52 public programs, and 64 educational activities for students K-univ.</li><li>• Watkins staff and volunteers addressed 300 public research requests by phone, e-mail, or in-person</li><li>• 250 photographs and 1,358 pages of documents were scanned for individual and organizational research projects</li><li>• 36 artifacts/collections of photos and documents, representing about 500 individual items, were added to collections.</li><li>• 3,158 new records were entered into the collections database</li><li>• 6 lenders provided historic materials for public display in changing exhibits</li><li>• 27 volunteers provided 3,118 hours of service</li></ul>	

## 2020 Budget Request Form – Douglas County, KS

- 28 community organizations collaborated with the Watkins to present public programs

In 2019, the DCHS/Watkins Museum is expanding the variety of collaborative activities it undertakes; the support and leadership it provides to the Freedom's Frontier National Heritage Area, FFNHA partners, and Douglas County heritage organizations; and its role in engaging the public with local history community-wide:

- In partnership with community organizations, businesses, and other institutions, the Watkins is facilitating development of interpretive kiosks for the Bowersock Dam/Kansas River, the Victory Highway Memorial Eagle Sculpture installed at KU, and the Grover Barn.
- The museum is partnering with the Clinton Lake Historical Society to develop family-focused programming at the Wakarusa River Valley Heritage Museum and will recruit, train, administer, and schedule staff for weekend public hours at the Clinton Lake site.
- The museum director and students from KU are assisting the Eudora Area Historical Society in the development of their interpretive masterplan and core exhibit.
- The Watkins is partnering with Explore Lawrence to develop a joint program to recruit, train, and deploy volunteers at the new downtown Visitors' Center and Watkins Museum visitor services desk.
- The Watkins has contracted with Explore Lawrence to develop training on Douglas County history for their new tourism ambassadors program.
- Museum staff serve on advisory boards or provide support to organizations including FFNHA, the Guardians of Grover Barn, the history committee of the NAACP, KU's Max Kade Center, KU's Hall Center Public Humanities Roundtable, KU's 19th Amendment Centennial Celebration Committee, and the KU Museum Studies Program

As a major cultural anchor in downtown Lawrence, the Watkins Museum also has an economic impact in downtown Lawrence and is a destination for heritage tourism in Douglas County.

- The Watkins is an active partner in Explore Lawrence's heritage tourism initiatives, including the new U-Trip itinerary planner, and regularly provides information for their online/social media-based tourism communications.
- Periodic visitor surveys, taken annually, consistently show that about 15% of visitors are from outside Douglas County and that over 40% of museum participants also shop and eat while they are downtown, increasing the museum's economic impact on local business.
- In 2018, if Watkins visitors spent an additional \$20 while they were downtown, museum visitation generated about \$130,000 in sales.

## 2020 Budget Request Form – Douglas County, KS

double click on spreadsheet to open

2020 Budget Request Detail

calculated fields

Community Partner:	Douglas County Historical Society					
	2016 Actuals	2017 Actuals	2018 Actuals	2019 Adopted Budget	2019 Current Estimates	2020 Budget Request
<b>Revenues:</b>						
Unrestricted Fund Balance 1/1/xx		67	3,812		969	138
<b>Douglas County</b>	<b>208,400</b>	<b>241,902</b>	<b>241,902</b>	<b>235,539</b>	<b>235,539</b>	<b>235,539</b>
City of Lawrence			13,174	13,000	13,000	22,000
United Way						
Grants/Restricted Income	54,192	37,768	31,449	14,000	24,100	28,000
Fundraisers			6,581	7,500	7,500	18,000
Contributions-DCHS Membership/Donations	31,209	60,234	46,375	54,700	54,700	63,750
Endowment Income/Reserve Funds	35,100	34,730	56,800	90,000	73,500	63,500
Sales and Fees	15,879	10,960	12,913	24,476	24,476	20,300
Interest/Misc Income	1,872	6,059	5,218	7,768	7,768	6,440
<b>Total Revenues:</b>	<b>346,652</b>	<b>391,653</b>	<b>414,412</b>	<b>446,983</b>	<b>440,583</b>	<b>457,529</b>
<b>Total Revenues and Fund Balance</b>	<b>346,652</b>	<b>391,720</b>	<b>418,224</b>	<b>446,983</b>	<b>441,552</b>	<b>457,667</b>
<b>Expenditures:</b>						
Salaries/Wages/Payroll Taxes	201,938	218,863	263,387	292,496	292,496	304,943
Employee Benefits (Retirement)	9,485	11,193	12,748	13,295	13,295	13,651
Health Insurance	9,628	18,305	22,158	26,855	24,355	31,520
Supplies-Exhibits/Collections /Programming	34,461	16,615	20,117	22,711	22,300	19,460
Utilities, Building Maintenance/Repair	29,123	42,115	36,046	36,400	34,400	35,800
Travel & Training	2,360	1,449	2,443	500	500	500
Office Equipment/Admin Expense	16,621	25,524	21,277	9,800	9,300	9,900
Insurance/Professional Fees	25,316	25,446	27,419	33,947	29,583	30,607
Sales/Cost of Goods Sold	2,287	1,838	1,035	1,500	1,500	1,500
Fundraising Expense	8,250	22,586	6,465	6,000	6,000	6,000
Marketing	7,116	3,974	4,160	4,000	8,000	4,000
<b>Total Expenditures:</b>	<b>346,585</b>	<b>387,908</b>	<b>417,255</b>	<b>447,504</b>	<b>441,729</b>	<b>457,881</b>
<b>Ending Fund Balance 12/31/xx</b>	<b>67</b>	<b>3,812</b>	<b>969</b>	<b>(521)</b>	<b>(177)</b>	<b>(214)</b>

0.00%

## 2020 Budget Request Form – Douglas County, KS

### Budget Request Analysis

Community Partner:	<b>Douglas County Historical Society</b>
--------------------	--

#### Analysis of Revenue Sources:

Earned revenue in 2018 showed considerable growth over 2017 due to increased museum visitation and participation in museum programs: Sales and Fees revenue increased 18%; Front Door donations increased 57%. Public participation remains strong in 2019

In 2018 the museum hired a part time membership coordinator; the impact was significant, with membership revenue increasing 47%. A significant increase in membership is anticipated in 2019 and the new Kid's Club reached 82% of its membership goal in two months.

Long-standing outside funders reduced their support in 2019. Concerned about market volatility, the Rice Foundation reduced their annual grant by \$7,000 (33% reduction); the City of Lawrence did not fully fund the DCHS's request for support, awarding 66% of the amount requested; Douglas County reduced funding by 2.5%.

In 2019, museum staff began taking on research/exhibit development projects for other organizations. Four such projects have been scheduled so far. This creates a new revenue stream, though it is relatively small at this point (about \$2,500 in income). Such efforts take staff time that would go to museum projects. Activity in 2019 will help determine what capacity for outside projects staff has and if there is a potential for much revenue growth.

In 2020 the DCHS intends to increase their request for funding from the Rice Foundation and City of Lawrence. While the DCHS has been quite successful in raising grant funds and private donations for exhibit installation, capital repairs, and other special projects, there are limited opportunities to raise operational funding from those sources.

#### Analysis of beginning & ending fund balances, and dedicated or restricted cash reserves:

To increase fundraising capacity the DCHS increased costs to add dedicated fundraising staff, part time in 2018, with the intention of increasing the position to full time mid-2019. As anticipated, this increase in expense was not completely offset by additional revenue within the fiscal year. This deficit does not mean the DCHS operations are in the red. Expenses not offset by revenue were covered from savings held in reserve and, if need be, can be covered from an investment account at the Douglas County Community Foundation. As of January 1 2019, this investment account was valued at \$166,000. As staffing for a development function is brought up to fill time in mid-2019, we anticipate this deficit to continue (and to continue to be offset with reserve funds). As fundraising capacity increases, we anticipate the operating deficit to decrease as well, likely disappearing by 2022 or 2023.

The DCHS's Richards Endowment Fund, also held at the DCCF, was valued at \$874,000 as of the beginning of the year. This endowment fund now produces \$35,000 in operating income annually. DCHS investments have grown about 2% in value in the first two months of 2019.

The DCHS is also holding about \$121,000 in temporarily restricted funds raised through grants and private donations supporting the development and installation of core exhibits on the Watkins Museum's third floor and capital repairs and improvements to building

## 2020 Budget Request Form – Douglas County, KS

systems. About \$90,000 of those funds will be spent in 2019 to complete the second phase of third floor core exhibit installation, which will open to the public in September. An additional \$123,000 dedicated to the third floor core exhibits has been pledged and will be collected over the next three years.

### Analysis of expenditure changes:

Staffing is the DCHS's most significant expense. Operation of the Watkins Museum, particularly the programming and exhibits that generate community engagement and the research services the museum provides are completely reliant on staff for development and implementation. The other costs associated with these core offerings are relatively small. Continues growth in public service requires continued investment in staffing.

With the exception of personnel expenses, which have increased due to the addition of a staff member dedicated to fundraising, expenditures planned for 2020 remain roughly the same as they have been for the past two years. The 2020 budget anticipates increases of roughly 10% for health and facilities insurance. Accounting fees and utilities are also expected to increase about 5%. As the museum's attendance and membership grow larger, the expense of cleaning, program supplies, printing, and mailing also increase, but at a manageable level so far. The DCHS has more ability to address increases in these types of expenses by finding alternative sources, using cheaper supplies, or adjusting program activities.