

**Heritage Education Commission Meeting**  
**Tuesday, August 5, 2014 @ 4:00 p.m.**  
Probstfield Center for Education (2410 14th St. So. in Moorhead)

Meeting called to order at 4:00 pm by President Cumber.

**Members present:** Alice Ellingsberg, Margaret Zeren, Lois Johnson, Jane Cumber, Jim Soderberg, Kristi Kaiser, Les Bakke, Evonne Anderson, Lauri Winterfeldt, Susan Kinkle and Tony Tilton.

**Members excused:** Ron Salber and Marie Williams

**Secretary's Report:** Report accepted as corrected.

**Treasurer's Report:**

<b>Heritage Education Commission</b> Account balance, June 30, 2014	<b>\$3,052.94</b>
Revenue	0.00
Expenses	
Moorhead Post Office Rent	62.00
Portable Hard Drive – Bakke	49.00
Account Balance June 30, 2014	<b>\$2,941.94</b>
<b>Heritage Education Foundation</b> Account balance, June 30, 2014	<b>\$5,261.20</b>
Revenue	0.00
Expense	0.00
Account Balance July 31, 2014	<b>\$5,261.20</b>
<b>Vets Oral History</b> Account balance, June 30, 2014	<b>\$2,340.75</b>
Revenue	00.00
Expense (transcription)	1,254.20
Expense (proofing)	198.00
Account Balance July 31, 2014	<b>\$ 888.55</b>

Treasurer's report accepted as presented.

**Archives:** No report

**Oral History:** We have expended all of the funds from our grant plus added some from our local veterans oral history fund. Cumber will submit the final report by the end of August. We have completed sixty transcriptions and all are posted on our website. We will continue to schedule interviews of veterans, put the recordings on-line and do transcriptions as we get funding.

Our most recent grant application was rejected with reasons and we were asked to reapply. We will resubmit this fall.

**Microsoft O365 Grant:** Kaiser reported on our approval of the grant for using Microsoft O365 on-line. She is working on creating a logical organization of the documents we store there.

**Workshop 2014:** Zeren provided an update on Workshop 2014. Nearly everything is ready and will be sent to Community Education very soon. Kinkle provided an update on ad sales. Ellingsberg provided an update on exhibitors, we will have book sales. We have sixteen confirmed exhibitors. Tilton reported on news releases. We discussed the possible need for sound systems. Johnson provided an update on food along with three bids. Anderson will contact MSUM Archives and arrange for past award books. We discussed the total number of tables needed. We should have at least 75. Tilton has identified helpers for setup and take down. Soderberg will provide a trailer. Cumber reported on publicity. We had discussion on questionnaires.

Cumber appointed Anderson, Johnson and Soderberg to the membership committee.

Meeting adjourned at 5:00 pm.

Respectfully submitted,

Les Bakke, Secretary