

October Meeting [Agenda](#)

Sawtooth Interpretive & Historical Association

Location: Community Room - Stanley Library + Virtual

Date: **October 19, 2023**Call-in Details: **(253)205-0468**, Meeting ID: **840 1320 7476**, Passcode: **465795**Time: **10a – 12p***, MDTor join by **Zoom** link - <https://us02web.zoom.us/j/84013207476?pwd=dGV6c2NSRHZuNEM3L3lOZE91VTRXdz09>

Participants

Officers	Stewart Wilder <i>President</i>	Terry Clark <i>Vice-President</i>	Roland Miller <i>Secretary</i>	Liesl Scherthanner <i>Treasurer</i>	Gary Gadwa
Directors	Ed Cannady	Paul Hill	Bernice Hartz	Susan Kim	Amelia Jones
	Jenny MacNichol	Becky Obletz	Dave Pinney	Caitlin Straubinger	
Others in attendance	Kathy Atchley <i>C/T Liaison</i>	Erica Cole <i>Business Manager</i>	Laurii Gadwa <i>Volunteer Recorder</i>	Lin Gray <i>Executive Director</i>	Sarin Lomascolo <i>SNRA Liaison</i>

Agenda Item	Discussion (topics, key points, etc.)	Action Required	Responsible Party	Duration
Call to Order/Roll Call			Stewart	
Review of Consent Agenda & Minutes of previous meeting	Discussion/Motion to approve		Stewart	2 min
OPEN TOPICS/UPDATES/REPORTS				
• President's Report		Discussion	Stewart	5 min
• SNRA Liaison's Report	SNRA Updates	Discussion	Sarin Lomascolo	10 min
• C/T Liaison's Report	FS Updates	Discussion	Kathy Atchley	5 min
• Executive Director's Report	Review/Updates: summer season; priorities + annual work plan	Discussion	Lin	15 min
• Finance Report	Treasurer's Update Approval of Financial Report Review 2024 Draft Budget	Discussion Action Item	Liesl	20 min
• Redfish Report	Summer Review Museum Final Report	Discussion	Clare	10 min
• Membership Update	Membership/Outreach	Discussion	Caitlin	5 min
• Outlets Update	Sales/Operations	Discussion	Erica	10 min
• Preservation Comm Update	Oral Histories	Discussion	Committee	10 min
• Executive Comm Update	Board Vacancy	Discussion	Committee	5 min
• Center for the Sawtooths	General Update Committee Updates Fiscal Agent Agreement with CeSaw	Discussion Action Item	Committees	20 min
• Round Table/Open Topics		Discussion		5 min
Next Meeting	December 14, 2023 – 10am-12pm MT Location: Virtual		Stewart	
Adjournment				
Upcoming Tasks: <ul style="list-style-type: none"> 2023 SIHA Newsletter Design/Set-up/Printing/Mailing <p>*12:10 – 12:40pm - Center for the Sawtooths Board Meeting See agenda on page 2</p>				

***12:10 – 12:40pm - Center for the Sawtooths Board Meeting**

Officers	Stewart Wilder <i>President</i>	Terry Clark <i>Secretary</i>	Liesl Schernthanner <i>Treasurer</i>	Paul Hill <i>Director</i>
Others in attendance	Lin Gray	Erica Cole	Laurii Gadwa	
Call to Order/Roll Call				
Review of Consent Agenda & Minutes of previous meeting			Discussion/Motion to approve	Stewart 2 min
Fiscal sponsor agreement with SIHA			Discussion/ Action Item	Paul/Stewart 10 min
Review Draft 2024 Budget			Discussion	Liesl 15 min
Round Table / Open Topics			Discussion	5 min
Adjournment				



Sawtooth Interpretive and Historical Association

Executive Director's Update

October 13, 2023

AGENDA ACTION ITEMS:

- *Approval of Finance Report*
- *Fiscal Agent Agreement for Center for the Sawtooths*

Another season in the books!

THANK YOUs and SHOUT OUTs

- Special thanks to Dave for hosting our End-of-Season potluck. We so appreciate you letting us take over, celebrate our crew, and hear what their experiences were like this summer. Thanks to all the board members who attended, too! Gestures like this help us show our summer crew how much SIHA appreciates their efforts and how important their roles are.
- Clare! I appreciate all of Clare's hard work this summer and am grateful we've enticed them enough to spend another season with us (I know it's mostly because of our backdrop, but I'm not afraid of using that to my advantage 😊)
- On our September Museum Work Day, we completed several museum maintenance projects thanks to Dave and Melissa, Terry, Erica, Michael, Hali, Ian and Clare. We were able to completely clean out the book room, a much needed chore that was easy to tackle with so many people! And, the new flagpole is standing with Dave, Terry, and Michael's work.
- Thanks to Dave and Michael for righting my wiring mistake and Gary for winterizing the museum sprinkler system and a preemptive thanks for winterizing the water system.

UPDATES

- The **finance** committee has met and there is a 2024 draft budget for review. It includes a separate column with CeSaw revenue and expense. As a reminder the final budget for 2024 will need to be approved at our December meeting, so please review this week and make sure to ask any questions you have at the meeting.
- I'm hoping to get our **fall newsletter** in the mail by the week of November 13th (earlier than last year to try to have it hit mailboxes well before Thanksgiving). My plan is to tease our CeSaw project but not name it outright. I'm also considering changing how we list donors based on 'industry trends' so things may be organized slightly differently but not substantially. If you are in town the first part of November, I'll be roping you into helping prep the newsletters before mailing.
- The **oral history** committee has met and is working on a plan to better coordinate the interview process as well as getting past interviews online and possibly presenting them to the community at off-season events in partnership with the Library.
- Our **raft trip drawing** winner was Stacey Clark of Hailey. A secondary prize (an art piece donated by one of our gallery artists) was won by Hank Ebert of Meridian. I'm thinking about a 2024 raffle, perhaps something a bit less ambitious like a 3-night stay at a Stanley vacation rental in 2025. If anyone knows someone locally who owns a vacation rental, let me know. I've got a few ideas but probably won't start approaching folks until after the new year.
- **FLS program** goers were complementary but turn out continues to be similar to last year. Here are attendance numbers: Grizzly bears – 77, Supervolcanoes/geology – 43, Sho-Ban writings – 33, Ed's travel adventure – 38, Youth Salmon Protectors – 40, Salmon at the Ketchum Library – 78 = for a total of 309. Total attendance in 2022 was 351 – but that was 8 consecutive programs instead of the 5 we held at the

Museum and the 1 in Ketchum. Definitely better than last year but not significantly. In looking at 2024, I'd like to do 4 programs, instead of 5, every other week at the Museum beginning July 12. Why? With the Redfish road construction, we won't be able to open the Visitor Center until the 27th or 28th of June and having our first FLS on that same day feels like a poor choice.

- **Salmon Fest** was a great success with at least 550 attendees and probably more like 650 (it's a tricky event to count people). Over 150 attended redd tours. At this time our Salmon Fest Fund holds over \$6000. We'll be distributing a portion of the fund to cover personnel costs for both SIHA and IRU. This is the first year we've been able to do this kind of thing and we hope to continue to have robust sponsor participation so we can better cover costs in the future. We'll keep about \$3000 in the fund for next year.
- To date the report from Idaho DEQ has not been completed and therefore the appraisal is outstanding and the Donation Agreement remains unresolved. The land donors will inform us when they have the tank removal report in hand and they can move forward to the appraisal. You'll find a Fiscal Agent agreement that SIHA needs to agree to to be able to manage the **Center for the Sawtooth** project. The CeSaw board will again meet after our SIHA meeting to vote on the Fiscal Agent agreement as well as review the 2024 draft budget.
 - As a reminder, upon closing I'll be sending out pledge updates requesting your first or total pledge installment depending on what you indicated on the online form. If you need to make any changes to your pledge (or want to check what we have on record) please let me know.Thank you all so much being founding donors of this exciting project!
- The **Sawtooth Coalition** is interested in sharing details with SIHA about their group, their vision and goals, and their next steps. We need to set a time for a special presentation by one of their representatives.

GRANTS

To be researched/submitted:

- License Plate Fund – Q4 – requesting funds for naturalist compensation in 2024
- I'll be researching several we have not applied for in the past – specifically for summer crew compensation and creating a timeline based on deadlines. So far most I've looked into have 2024 deadlines.

Submitted:

- None in review at this time

Active Grants:

- **Sawtooth Festival Community Grant** – \$1200 awarded to replace the visitor center webcam. I've ordered the camera and will work with Dave to install it when we have it in hand.
- **Val A. Browning Foundation** - \$25,000 awarded for partial 2024 Redfish crew compensation
- **Idaho Community Foundation** - \$5000 awarded for general support
- **Trailhead Portals Project**: \$3,000 - Stanley WinterFest Community Grant: \$2,000 awarded; Selway-Bitterroot-Frank Church Foundation, wilderness education grant: \$1,000 awarded; to formalize Trailhead Portals with branded pop-up tents and tablecloths. We've had some mishaps with wind damaging our new tents. Because of this I purchased an extra nonbranded tent so we can have 1 functional set up while we work to fix the other frames. **UPDATE:** Both frames have been repaired but purchasing an extra tent put us over budget by about \$150, which you will see reflected in the project fund totals. A final report will be submitted to the SBFC Foundation and the grant project will be closed out by the end of October.

- **Sho-Ban Interp Project.** Idaho Humanities Council, major grant cycle. \$5,550 awarded for Shoshone-Bannock Interpretive signage/exhibit. + 2022 Q1 License Plate Fund, \$6,500 awarded for Shoshone Bannock Interpretive project
 - **UPDATE:** We continue to work with the Language and Cultural Preservation Department to finalize designs. The signage also still needs to be approved by the Fort Hall Business Council. I'm hoping this will happen before the end of the year so I can order the signs in 2023.
 - An additional \$30,000 was awarded by the FS for outdoor interpretive signs, more replica artifacts and an outdoor mobile classroom. The Agreement has been signed and I'll be working on initial purchases of outdoor classroom items in the next few weeks. One replica I am hoping to incorporate into the project is a brush lodge that will sit on the Museum grounds, providing a physical representation of the first stewards of the area to visitors and our community. In adding a brush lodge, we may need to relocate some of the farm equipment to make the layout more intentional. A permanent outdoor sign may accompany the brush lodge. **UPDATE:** Some items for the outdoor classroom have been purchased, I did this so we can work through the reimbursement process to learn the system. I've also been advised that showing incremental progress on a project like this is looked on more favorably.
- **Museum roof** \$12,000 has been reimbursed by the Idaho Heritage Trust. Paperwork has been submitted to USFS Grants and Agreements director for determination on ratification. **UPDATE:** The ratification has been approved, a cost-share agreement has been approved, SIHA's reimbursement request for \$32,670 was submitted 9/25 and (if I understand the system correctly) we are simply awaiting payment.
- **2023 Redfish Fund:** Final report submitted to Val A. Browning Foundation grant, \$25,000 award for Naturalist program for 2023. Additional awards secured from National Forest Foundation - \$10,000 and License Plate Fund/Sawtooth Society - \$10,400 to cover increased crew wages **UPDATE:** I'll be working on final reports for NFF and LPF in the coming months.

IMPORTANT DATES

- **Newsletter Folding Party** – tentatively the week of November 6th
- Scheduling our first **2024 FLS Committee Meeting**
- Scheduling a **Sawtooth Coalition presentation**
- Our next scheduled board meeting is Thurs. December 14, 2023 (remember a week earlier than the rest)

Submitted by Lin Gray

Area of Focus		2023 Goals	3 Year Goals	5 Year Goals
Staffing	•	Evaluate short/long term needs/roles with consideration for the Center for the Sawtooths	• Increase pay and benefits to meet livable standards	• Increase year-round staff size
	•	Improve pay and benefits	• Implement training improvements • Establish crew housing	• Provide incentives and quality professional development for returning crew
	•	Research colleges/universities/organizations to build official intern/AmeriCorps program	• Develop plan to improve training/skill building for interns and summer crew	• Have established inter program tied to a university
Partnerships	•	Create framework for Center for the Sawtooths governing body	• Convene non-profits to develop shared vision for preserving and protecting the Sawtooth National Recreation Area	• Expand mission outreach of SIHA and other nonprofits through collaborations and partnerships
	•	Maintain/increase information sharing	• Cultivate SNRA support and align goals	
Capacity Development	•	Develop fundraising plan for the Center for the Sawtooths project, including greater SIHA needs	• Cultivate relationships with grantors, foundations, membership, community	• Review possible expansion of outlets
	•	Build relationship with part-time residents	• Diversify sales products	• Improve bookstore outlet displays
	•		• Implement new POS system at all outlets	• Evaluate and adjust fundraising plan
Communication	•	Develop outreach campaign for off-season	• Implement off-season Outreach Campaign	• Update branding look
	•	Augment outreach campaign with the Center for the Sawtooths messaging	• Survey community and visitors about impact, review and adjust as necessary	• Continue building online presence
	•	Develop plan for video message, introducing SIHA, online, to crew, to greater community	• Build online presence as historic, natural history, LNT resource	• Plan and implement updated annual outreach campaign
Historic Conservation/ Interpretation	•	Develop list of facility needs for Redfish + share with SNRA	• Develop plan to review resources, historic sites, oral histories, and content	• Address visitor center accessibility
	•	Research set-up for online access to oral histories	• Develop plan to improve signage on Museum collection + at historic sites throughout area	• Plan and implement, annual oral history field trips to locations throughout area
	•	Formalize museum maintenance plan and recordkeeping	• Redfish furnace replacement/upgrade visitor center restrooms	• Implement historic site needs assessment
	•	Develop plan to replace Fishhook boardwalk	• Revisit Clerk's Cabin project	• Secure finding to improve signage
Education	•	Maintain Forum & Lecture Series	• Year-round office/meeting space	• Offer programs outside the SNRA
	•	Create new content for interpretive displays	• Extend programming season	• Host local training opportunities for outfitters, guides, new employees
	•	Complete Sho-Ban interp project, phase 1	• Implement paid group programming	
	•	Beginning planning phase 2 Sho- Ban project	• Develop in-school programming	• History of Recreation display at RVCG
	•	Complete portal info booth project	• Review crew education/training	



Activity		Responsible Party(s)	Month							
			Q1	Apr	May	Jun	Jul	Aug	Sep	Q4
1. Staffing										
Work to support our staff to benefit both the employees and the organization through staff retention, a livable wage and benefits, and address housing needs. This will support SIHA's goal to grow our educational programs, visibility, and partnerships.										
1.1	Evaluate short/long term needs/roles within SIHA with consideration for the Center for the Sawtooths	Committee?	X	X	X				X	X
	a. Review Strategic Plan to determine needs for 1, 3 & 5 year goals b. Develop incremental org. charts for the next 5 years considering future plans/growth c. Create projected budget for increases to staff/crew d. Create list of resources other than money needed for increases to staff/crew									
1.2	Formalize staff structure/pay schedule and benefits for SIHA staff		X	X						X
	a. Review Idaho Nonprofit Center's 2022 Compensation Report b. Develop plan/budget for pay and benefit increases over the next 3-5 years									
1.3	Research opportunities/structure to develop intern +/- AmeriCorps program.		X	X						X
	a. Identify university/college programs that would align with SIHA's mission/build relationships b. Meet with organizations that administer AmeriCorps programs, determine if their program meet our needs and fit our programs									
2. Partnerships										
Increase efficacy and efficiency among all organizations, agencies, and individuals working within the Sawtooth National Recreation Area to preserve and protect it.										
2.1	Maintain/increase information sharing among partners	ED	X	X	X	X	X	X	X	X
	a. Formalize Trailhead Portals, share with ICL and others. b. Continue participating in Clean-up events c. Determine if SIHA should facilitate regularly scheduled information sharing meetings are worthwhile for area nonprofits and SNRA d. Consider partners when planning new events, projects, programs.									
2.2	Develop framework for governing body that manages the Center for the Sawtooths	CeSaw Coms		X	X	X	X	X	X	X
	a. Research LLC structures and other organizational structures b. Identify needs of center vs. needs of SIHA a. Determine IRS requirements and banking needs									

4. Communications													
Enhance our brand so SIHA is recognized as the go-to resource for natural and cultural history of the Sawtooth and Salmon River country. Increase awareness and													
4.1	Develop outreach campaign for off-season	ED			X	X	X	X	X	X	X		
a. Develop messaging: who we are / what we do													
b. Formalize plan for posting/scheduling online content		Summer Crew											
c. Evaluate topics and additional information needs													
4.2	Augment outreach campaign with Center for the Sawtooths messaging	CeSaw Coms	X	X	X	X	X	X	X	X	X	X	X
a. Develop messaging for CeSaw project													
b. Engage with PR/marketing professional to distribute information													
c. Identify and develop language for board, summer crew, staff to use													

6. Education												
Increase reach and improve quality of programs offered. Be know as THE Sawtooth education organization. Be a leader in our community and fields of education												
6.1	Complete Shoshone-Bannock Interpretive Project		X	X	X	X	X	X	X	X	X	X
a. Engage with Shoshone-Bannock Tribes and compensate them to develop content and design interpretive signs covering Sho-Ban history b. Identify tribal artisans to complete replica artifacts for display at the Museum c. Order and install signage and artifacts in Museum and Redfish Visitor Center.												
6.2	Review summer programming/content	SPC/ED			X	X	X	X	X	X	X	X
a. Survey current and past crew members to help determine strengths and weaknesses of program: in development b. Develop budget/plan for changes to summer program schedule in 2023 as well as training schedule in 2023 or 2024												
6.3	Create new content					X	X	X	X	X	X	X
a. Develop a digital version of the Stanley Walking Tour that is easy to download and use on smartphones.												

FOCUS	DESCRIPTION	RESPONSIBLE PERSON(S)	TASKS	DEADLINE	Progress
Finance	2022 Budget	Fin	Review draft - October; final draft for vote by BOD – December Review and adjust if needed at meetings	10/20/2022	Complete
				12/8/2022	Complete
Personnel	Hire Lead Naturalist	ED	Post job description Dec. 1, open until filled	1/13/2023	Complete
Personnel	Hire Museum Docent	ED	Post job description Dec. 1, open until filled	4/1/2023	Complete
Personnel	Hire 5 Naturalists 1 Historic Specialist	ED SPC	Post job description Dec. 1, rolling deadline – priority by Jan. 9 Interviews rolling; Recruit local volunteers if needed	5/1/2023	Complete
Outreach/ Fundraiser	Participate in Idaho Gives	ED	Create/distribute E-Newsletter prior to Idaho Gives	4/27/2023	Complete
Fundraiser		M&O Com	March 15 sign-up deadline, week long May 1-4		
Fundraiser	Redfish Gallery	ED	Recruit artists for gallery Develop marketing plan	5/15/2023	Complete
Finance	Filing Federal Tax Form 990	Treasurer/C PA ED/BM	Work with new accounting company for smooth transition, file extension, file taxes	11/15/2023 4/15/2023	Complete
Operations	Open Museum	ED MD	Board and or local volunteers needed!	5/27/2023	Complete
Personnel	Training for Seasonal Volunteers	ED/Leads B	First two weeks of season Board called upon as needed to present content	5/26/2023	Complete
Operations	Work Day to prepare buildings for reopening	ED; B Volunteers	Establish work day priorities	6/4/2023	Complete
Event	Community Clean-up	ED	1 st week of June	6/7/2023	Complete
Operations	Open Redfish Center	ED SPC		6/9/2023	Complete
Programming	Forum and Lecture Series Bi-weekly June 30-August 25, 2023 Sept. 8? Sept 22 at Community Library	ED FLS Com	January: develop plan, contact speakers February/March: schedule/confirm speakers April: Design program brochure May: Print program brochure/advertise	6/15/2023	Complete
Outreach	Coordinate summer crew post to social media/blog posts	SPC	Need volunteers to review blogs before posting	6/30/2022	Complete
Fundraiser	Raffle	ED/Crew B	Determine this year's raffle: 2025 raft trip? Something else?	7/1/2023	Reviewing
Event	Sawtooth History Day at the Museum	ED Crew		7/22/2023	Complete
Event	Smoke Bear's Birthday Party	ED/Crew		8/5/2023	Complete
Resource Capacity	2024 Draft Budget NEW DATE!	Fin Comm	Draft to board in August for final approval at October meeting.	8/17/2023	In Progress
Event	Salmon Festival	ED/Crew IRU		8/26/2023	Complete
Event	End-of-Season SNRA Clean-up	ED/SPC Partners	Multi-week event, 3 rd annual – in conjunction with National Lands Day – Partners include NFF, SawSo, PUG, SNRA, ERC, ICL, IRU, ITA +?	9/1/2023	Complete
Operations	Museum Work Days	ED	Complete building and grounds maintenance on historic site; Sept. 11 and 24	9/6/2023	Complete
Resource Capacity	Approve 2024 Budget NEW DATE!	Fin Comm	Review in Oct. - Approve in Dec.	10/19/2023	
Outreach	Fall Membership Drive Create and distribute Nov. newsletter	ED M&O Com	Board to review + personalized notes at folding party	10/30/2023	In Progress

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Focus	Tasks	Responsible Person(s)	Q1	Apr	May	Jun	Jul	Aug	Sep	Q4	Progress
Com	Recruit members at all events/outlets	ED/Crew BM	X	X	X	X	X	X	X	X	
Com	Assign coordinators, plan, organize events	ED/Crew	X	X	X	X	X	X	X	X	
Com	Manage website/keep updated	ED/Crew M&O Com	X	X	X	X	X	X	X	X	
Education	Secure operations grant/donation to operate Redfish Center next FY	ED	X	X	X				X	X	
Partnership	Work with FS Staff to ensure successful year (Sarin Lomoscolo, SNRA; Kathy Atchley C/T)	ED/BM	X	X	X	X	X	X	X	X	
Partnership	Cooperate with Sawtooth NRA efforts to improve effectiveness of HQ and SRS reception areas	ED/BM	X	X	X	X	X	X	X	X	
Partnership	Attend FS Department lead meeting: work with SNRA to identify information they want SIHA to focus on during the field season	ED	X	X							
Partnership	Develop relating programs/exhibits as requested by SNRA	ED/Crew				X	X	X	X		
Partnership	Work with SNRA to find housing for Lead/Naturalists/Museum crew	ED	X	X	X						
Preserve	Maintain collection records and input new donations acquisitions at the Stanley Museum	ED/MD	X	X	X	X	X	X	X	X	
Preserve	Conduct, transcribe, upload oral histories	Oral	X	X	X	X	X	X	X	X	
Preserve	Create new exhibit in rotating museum case	MD/ED				X	X	X	X		
Training	Conduct training for SIHA/FS staff on how to market SIHA materials and make sales JUNE + as needed	BM				X					

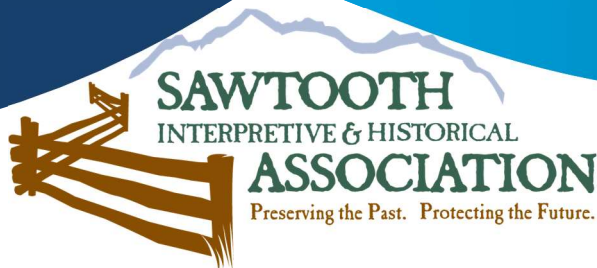
2023 Committees

Committee	Members (C) indicates Committee Chair Executive Director sits on every committee	Notes
Education	Bernie Hartz, Terry Clark, Roland Miller	
Executive	President (C), Vice-President, Treasurer, Secretary, Past President/Appointed Director	
Finance	Treasurer (C), Business Manager, Stewart Wilder	Prepares annual budget
FLS	Gary Gadwa, Jenny MacNichol, Ed Cannady, Stewart Wilder, Amelia Jones, Becky Obletz, Paul Hill	Meets Dec/Jan each year to begin planning for the next season
Gallery		
Historic Preservation	Gary Gadwa, Terry Clark, Stewart Wilder, Roland Miller, Liesl Schernthanner	
Major Donors		
Membership & Outreach	Caitlin Straubinger (C), Liesl Schernthanner, Stewart Wilder, Erica Cole, Hannah Fake	Reviews emails to members, annual newsletter, ID Gives, etc.
Oral History	Gary Gadwa (C), Becky Obletz, Stewart Wilder, Susan Kim	Schedules and carries out oral histories.
Plaque/Dedications ad hoc	Bernie Hartz, Gary Gadwa	
Board Recruitment	Stewart Wilder, Terry Clark, Liesl Schernthanner, Jenny MacNichol, Gary Gadwa, Becky Obletz	Works to fill vacant director positions.
Ad Hoc Salmon Committee	Stewart Wilder, Ed Cannady, Paul Hill, Gary Gadwa, Terry Clark, Caitlin Straubinger	
Strategic Planning	Jenny MacNichol, Terry Clark, Liesl Schernthanner, Gary Gadwa, Stewart Wilder, Bernie Hartz, Roland Miller	
Center for the Sawtooths		
Operations	Liesl Schernthanner/Terry Clark (C), Dave Pinney, Gary Gadwa, Roland Miller, Ezra Jones, Stewart Wilder, Jenny MacNichol	
	Jenny MacNichol (C), Paul Hill, Ed Cannady, Amelia Jones, Becky Obletz, Stewart Wilder, Caitlin Straubinger, Liesl Schernthanner/Terry Clark	

Color Legend:	Code
Completed	
Working on it!	
Not in progress	
Legend:	
Board	B
Executive Committee	Ex
Finance Committee	Fin
Executive Director	ED
Business Manager	BM
Summer Programs Coordinator	SPC
Museum Docent	MD
Oral History Committee	OHC
Membership & Outreach Committee	M&O
Other Committees:	Code
Education Committee	Edu
FLS Committee	FLS
Gallery Committee	Gal
Historic Preservation Committee	Hist
Major Donors Committee	MjD
Plaque/Dedications ad hoc Committee	Plaq
Board Recruitment Committee	Recru
Salmon ad hoc Committee	Salm
Strategic Planning Committee	Strat
Center for the Sawtooths Committee	CeSaw

SIHA Finance Report

Presented to the Board of Directors
Meeting Date: October 19, 2023



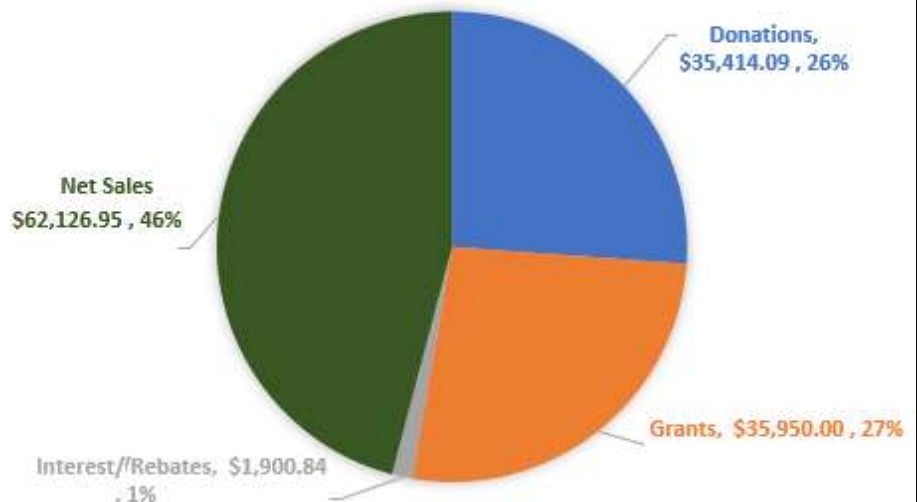
Autumn Greetings!

What follows is a financial summary through the end of September. We have a deficit for this period, but projected income and adjustments should bring that near positive before the end of the year. Much thanks to Erica and Lin for keeping the books, working with me and the accountants on issues, and so much more! Discrepancies with other reports presented at this meeting are associated with dates, categories, and reporting style.

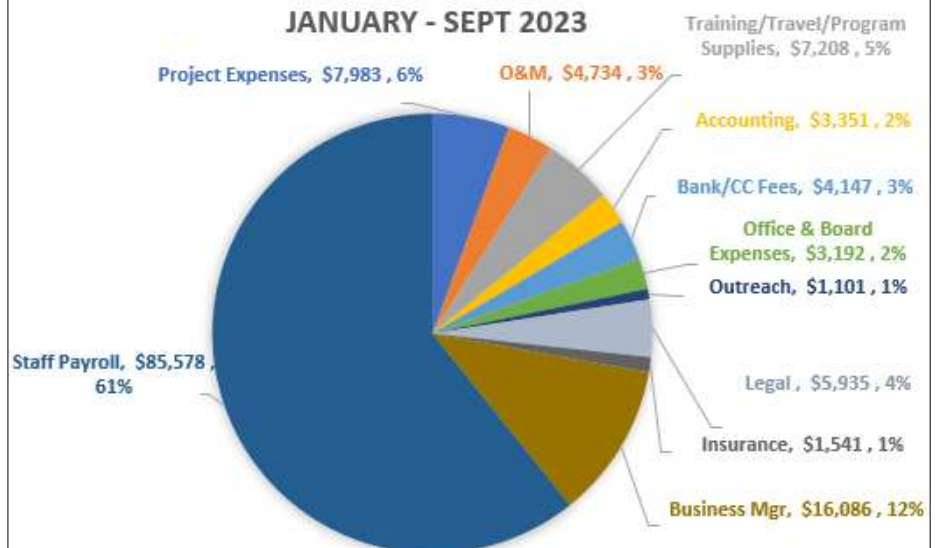
In addition to income/expense reports and our financial status, the draft 2024 budget is presented at this meeting. We did receive the generous \$25k Val Browning grant for next year's Redfish operations; however, it is not reflected herein (deposited in October).

Center of the Sawtooths has a separate bank account listed on the balance sheet, but SIHA will continue to pay any associated expenses until closing. Recent donations and pledges are reported separately by the CeSaw Finance Committee.

SIHA REVENUE SUMMARY JANUARY - SEPT 2023



SIHA EXPENSES SUMMARY JANUARY - SEPT 2023



Prepared by **Liesl Scherthanner, SIHA Treasurer, 10/12/23**

Reports Following: • SIHA Statement of Activity and YTD Budget Summary, • Statement of Financial Position (Balance Sheet), • Projects (Restricted Fund) Detail

SIHA Budget vs. Actuals

SIHA Budget vs. Actuals	As of		2023		Last Year	
	9/30/2023		Budget	% of Budget	Comparison as of 9/30/2022	
Revenue						
4110 Donations	\$	35,414	\$	40,600	87%	\$ 20,551
4120 Grants	\$	35,900	\$	55,400	65%	\$ 44,770
4150 Fundraising/Miscellaneous Contributions:		in donations	\$	13,650	0%	\$ 2,334
4100 Contributed Support Total	\$	71,314	\$	109,650	65%	\$ 67,655
5000 Earned Revenue Total	\$	24,287	\$	430	5648%	\$ 25
5800 Sales of Product Revenue	\$	105,554	\$	100,950	105%	\$ 107,791
Total Revenue	\$	201,155	\$	211,030	95%	\$ 175,471
Cost of Goods Sold Total	\$	67,214	\$	65,000	103%	\$ 68,900
Gross Profit	\$	133,941	\$	146,030	92%	\$ 106,571
Expenditures						
7200 Payroll Expense						
7210 Wages	\$	77,650	\$	90,444	86%	\$ 63,011
7220 Health Stipend	\$	1,350	\$	1,800	75%	\$ 1,350
7230 Taxes - Payroll	\$	5,945	\$	4,006	148%	\$ 2,528
7290 Mileage	\$	633	\$	1,000	63%	\$ 1,352
Total 7200 Payroll Expense	\$	85,578	\$	97,250	88%	\$ 66,892
7310 Business Manager	\$	16,086	\$	20,000	80%	\$ 7,126
7350 Accounting Fees	\$	3,351	\$	6,000	56%	\$ 6,350
7360 Legal & Professional Fees	\$	5,935	\$	2,500	237%	
7400 Board Expenses	\$	158	\$	500	32%	\$ 537
7500 Travel	\$	1,852	\$	500	370%	
7600 Training & Continuing Education	\$	475	\$	600	79%	\$ 382
8000 Administration						
8010 Outreach	\$	1,101	\$	2,500	44%	\$ 1,481
8030 Website	\$	630	\$	1,500	42%	\$ 2,099
8110 Supplies & Materials	\$	4,882	\$	1,700	287%	\$ 1,807
8120 Office Supplies	\$	818	\$	1,000	82%	\$ 922
8130 Postage	\$	392	\$	250	157%	\$ 228
8190 Dues & Subscriptions	\$	1,194	\$	1,500	80%	\$ 416
8000 Administration Total	\$	9,017	\$	8,450	107%	\$ 6,953
8200 Operations & Maintenance Total	\$	4,734	\$	4,820	98%	\$ 4,413
8400 Insurance Total (Liability and Workmans')	\$	1,541	\$	1,300	119%	\$ 955
8600 Bank Charges (Bank and CC)	\$	4,147	\$	1,230	337%	\$ 1,763
8890 Project Expenses (FLS, Salmon Fest, etc)	\$	7,683	\$	17,000	45%	\$ 47,239
8895 Contributions			\$	2,000	0%	\$ 0
Total Expenditures	\$	140,557	\$	162,150	87%	\$ 142,609
Net Operating Revenue	-\$	6,616	-\$	16,120	41%	-\$ 36,039

STATEMENT OF FINANCIAL POSITION	Balance As of 9/30/23
ASSETS	
Current Assets	
SIHA Bank Accounts	243,345.53
CeSaw Bank Account	5,000.00
Inventory (to be updated @ YrEnd)	58,266.76
Undeposited Funds	377.60
Total Current Assets	\$ 306,989.89
Fixed Assets (machinery/equip)	3,118.37
TOTAL ASSETS	\$ 310,108.26
LIABILITIES AND EQUITY	
Liabilities	
Credit Cards	535.09
Other Current Liabilities	4,666.91
Total Liabilities	\$ 5,202.00
Equity	304,906.26
TOTAL LIABILITIES AND EQUITY	\$ 310,108.26

SIHA PROJECT FUNDS	2023 Payments	Balance As of 9/30/23
AED Grant	298.42	2,801.58
Building Fund	233.00	59,184.39
Caribou/Targhee Fund		36,886.99
Center for the Sawtooths	2,662.50	2,127.73
FLS	1,903.83	2,218.52
Historic Photo Project	925.38	127.00
Oral History Fund	33.18	4,263.03
Redfish Fund	33,183.06	18,798.35
Salmon Festival Fund	5,773.24	6,506.10
Sho-Ban Interp Project	2,510.95	3,039.05
Trail Map Fund		2,555.83
Trailhead Portal Project	3,148.29	-148.29
Wildlands Fund		1,377.31
TOTAL RESTRICTED FUNDS	50,671.85	139,737.59
SIHA TOTAL FUNDS AVAILABLE		103,607.94

Sawtooth Interpretive & Historical Association
2024 Draft Budget

Attachment #5

Revenue	2024	YTD 2023		2022	2021	2020	2019	2024
	Budget	Actual 9.23.23	Budget	Actual	Actual	Actual	Actual	CESAW
Total 4100 Contributed Support	\$131,500	\$96,364	\$109,650	\$137,505	\$117,947	\$76,811	\$109,553	\$130,000
Total 5000 Earned Revenue (recategorized in '23)	\$25,200	\$24,287	\$430	\$784	\$728	\$200	\$175	
5800 Sales of Product Revenue	\$120,000	\$105,554	\$100,950	\$120,123	\$107,049	\$72,472	\$117,602	
Total Revenue	\$276,700	\$226,205	\$211,030	\$258,412	\$225,724	\$149,483	\$227,330	\$130,000
Total Cost of Goods Sold	\$68,000	\$67,241	\$65,000	\$62,199	\$60,102	\$45,456	\$65,484	
Gross Profit	\$208,700	\$158,964	\$146,030	\$196,213	\$165,623	\$104,027	\$161,846	\$130,000
Expenditures	2024	YTD 2023		2022	2021	2020	2019	2024
	Budget	Actual	Budget	Actual	Actual	Actual	Actual	CESAW
7200 Payroll Expense								
7210 Wages	\$118,888	\$77,650	\$90,444	\$73,511	\$63,128	\$58,031	\$54,992	
(6% raise/~\$25/hr) Executive Director	\$52,628		\$47,884	\$42,000	\$36,000	\$35,700	\$27,978	
(1040 hours at \$16/hr) Summer Coordinator	\$16,640		\$15,600					
(115 days a \$7.25/hr each) Nats + HS	\$40,020							
(120 days at \$10/hr) Museum Lead	\$9,600							
(seasonal crew now grouped above)	-	-	-	\$31,511	\$27,128	\$22,331	\$27,014	
7220 Health Stipend	\$1,920	\$1,350	\$1,800	\$1,800	\$1,440	\$1,320	\$1,320	
7230 Taxes - Payroll	\$9,095	\$5,945	\$4,006	\$3,366	\$3,361	\$3,268	\$6,021	
7290 Mileage	\$1,000	\$633	\$1,000	\$2,795	\$195	\$552	\$619	
Total 7200 Payroll Expense	\$130,903	\$85,578	\$97,250	\$81,472	\$68,124	\$63,171	\$62,953	
7310 Business Manager (1500 hrs at \$20/hr)	\$30,000	\$17,675	\$20,000	\$10,740	\$6,500	\$5,700	\$4,962	\$5,200
7350 Accounting Fees	\$4,100	\$3,351	\$6,000	\$8,291	\$8,041	\$8,000	\$7,363	\$400
7360 Legal & Professional Fees	\$13,000	\$5,935	\$2,500	\$537	\$1,468	\$15	\$557	\$29,800
7390 Advertising and Promotion (moving account)	moved	\$2,874	outreach					
7400 Board Expenses	\$500	\$158	\$500	\$685	\$836	\$464	\$2,295	
7500 Travel	\$1,900	\$1,852	\$500	\$382	\$401	\$296	\$40	\$750
7600 Training & Continuing Education	\$600	\$475	\$600					
8000 Administration								
8010 Advertising & Promotion (Outreach)	\$6,750	\$3,840	\$2,500	\$2,964	\$882	\$2,227	\$824	\$3,500
8030 Website	\$2,250	\$630	\$1,500	\$1,840	\$30	\$469	\$834	\$1,600
8110 Supplies & Materials	\$13,700	\$6,707	\$1,700	\$1,857	\$703	\$450	\$125	
8120 Office Supplies	\$3,300	\$818	\$1,000	\$1,075	\$2,621	\$844	\$2,106	
8130 Postage	\$250	\$392	\$250	\$434	\$416	\$294	\$197	
8190 Dues & Subscriptions	\$1,500	\$1,194	\$1,500	\$1,783	\$575	\$599	\$1,369	\$2,245
Total 8000 Administration	\$27,750	\$13,581	\$8,450	\$9,953	\$5,227	\$4,884	\$5,455	\$7,345
8200 Operations & Maintenance								
8210 Building Maintenance	\$1,000	\$1,250	\$500	\$621	\$848	\$939	\$1,141	\$43,500
8220 Grounds Maintenance	\$1,000	\$86	\$500	\$349	\$228	\$130	\$0	\$9,500
8230 Equipment Maintenance	\$250	\$938	\$1,220	\$928	\$456	\$936	\$714	
8250 Utilities	\$3,000	\$2,460	\$2,600	\$2,235	\$2,664	\$3,040	\$3,000	\$5,700
8260 Automotive	\$350							
Total 8200 Operations & Maintenance	\$5,600	\$4,734	\$4,820	\$4,133	\$4,196	\$5,046	\$4,855	\$58,700
8400 Insurance								
8410 Liability Insurance	\$1,200	\$1,043	\$1,000	\$697	\$892	\$710	\$674	\$15,000
8420 Work Comp	\$600	\$506	\$300	\$258	\$150	\$150	\$4,934	
Total 8400 Insurance	\$1,800	\$1,549	\$1,300	\$955	\$1,042	\$860	\$5,608	\$15,000
8600 Bank Charges								
8610 Credit Card Processing Fees	\$4,000	\$3,561	\$1,000	\$3,078	\$2,856	\$4,480	\$6,346	
8620 Bank Fees	\$250	\$668	\$230	\$201	\$153	\$140	\$302	
Total 8600 Bank Charges	\$4,250	\$4,229	\$1,230	\$3,279	\$3,009	\$4,620	\$6,648	
8870 Meals (primarily FLS)	\$500	\$477						
8890 Project Expenses (removing account)	in other accts	\$1,894	\$17,000	\$49,903	\$18,967	\$8,383	\$40,556	
8895 Contributions	\$0		\$2,000	\$0	\$670	\$0	\$5,000	
8899 Unapplied Cash Bill Payment Expenditure	\$0	\$0	\$0					
Total Expenditures	\$220,903	\$144,362	\$162,150	\$170,331	\$118,480	\$101,439	\$146,293	\$117,195

Net Operating Revenue	-\$12,203	\$14,602	-\$16,120	\$25,882	\$47,142	\$2,588	\$15,554	\$12,805
Other Revenue								
5910 Reimbursed Expenditure	\$0	\$1,087						
5920 Interest Earned	\$300	\$314	\$20	\$17	\$16	\$82	\$111	
Total Other Revenue	\$300	\$1,401	\$20	\$17	\$16	\$82	\$111	
Other Expenditures								
8900 Other Miscellaneous Expenditure			\$900					
Total Other Expenditures			\$900					
Net Other Revenue	\$300	\$1,401	-\$880	\$17	\$16	\$82	\$111	
Net Revenue	-\$11,903	\$16,003	-\$17,000	\$25,899	\$47,158	\$2,670	\$15,664	\$12,805
Dedicated Fund Equity	\$5,950							
Adjusted Net Revenue	-\$5,953							

October Board Report

Summer Programs Coordinator–Clare Vergobbi

October 10, 2023

What a season! SIHA had a busy August and September with several events and programs. We said goodbye to Fiona and Joseph in early August and carried on with a smaller crew through the end of the month. Salmon Fest 2023 was a resounding success, with around 600 attendees despite a heavy rainstorm that hit midday. Heath left us at the end of August, and Brian and Sue headed to their next adventure the first week of September. Megan moved back to Pocatello on September 9th, sticking with us through the end of the Visitor Center season and helping out at Redfish a few times as well as wrapping things up at the museum. Hali and Ian were incredible and stayed until the bitter end, helping out with all of the end of season cleaning, organizing, and data collection. Thanks to all who helped out with our end of season operations, including the Museum work day (where we actually got everything on our list done!), putting everything away at the Visitor Center, and winterizing the Museum grounds.

Once again, I want to highlight how great our crew was this year. Everyone did great work, developed engaging programming, and pulled off some stellar events. I'm really grateful for our team and all the effort and passion they put into SIHA this year. Thanks again to all of you who helped out with training, came to programming, engaged with our crew, and helped out over the season. Our crew really enjoyed getting to know you all and the consensus was that the food at the end of season potluck was "bomb!" (Heath's words—that's a positive review).

The Redfish Visitor Center remained busy through the end of our season with over a thousand visitors in the first week of September alone. Kokanee congregated under the bridge on the boardwalk and were a huge draw to a lot of folks who were excited to see salmon. Work on phase three of the Redfish construction began at the end of August and blocked off access to some parking and the North Shore day use area early on, providing some delightful daily background noise that visitors weren't too pleased about. The construction meant we shut our doors for the season on September 9th, and our parking lot was a gravel pit a few days later. Closing so early definitely meant we had fewer visitors and lower sales numbers than our standard for September, but we continued to work out in the field at trailhead portals and the Stanley Museum remained open on weekends through the end of September. September visitor engagement numbers were actually up from 2022 despite our early end date.

Other events in September included an FLS with Amy Gulick in Ketchum on the 22nd, which had a great turnout! We also hosted the Sage School from Hailey for a morning talking about fire ecology and ecological succession, and participated in the SNRA End of Season Cleanup alongside the Forest Service, ICL, IRU, the Sawtooth Society, ERC, Idaho Trails Association, and the Wood River Trail Coalition. This event encourages people to get out into the SNRA during the last few weeks of September to clean up campsites, fire rings, waste, trash, and generally alleviate the human impact on the land from a busy season. Around 30 individuals and groups participated this year, collectively volunteering over 380 hours, packing out 25 bags of

trash, naturalizing 43 fire rings, rehabilitating 27 campsites, and, unfortunately, experiencing 13 incidents of improperly disposed of human waste and TP.

Chinook returns were middling this year, with 1593 returning to the fish trap at the Sawtooth hatchery. Sockeye returns have been fairly sobering after warm water temperatures affected several of the reservoirs on the lower Snake. As of October 6, 174 have returned to the Sawtooth Valley, only 31 of them wild. We continue to update the public on these numbers through social media.

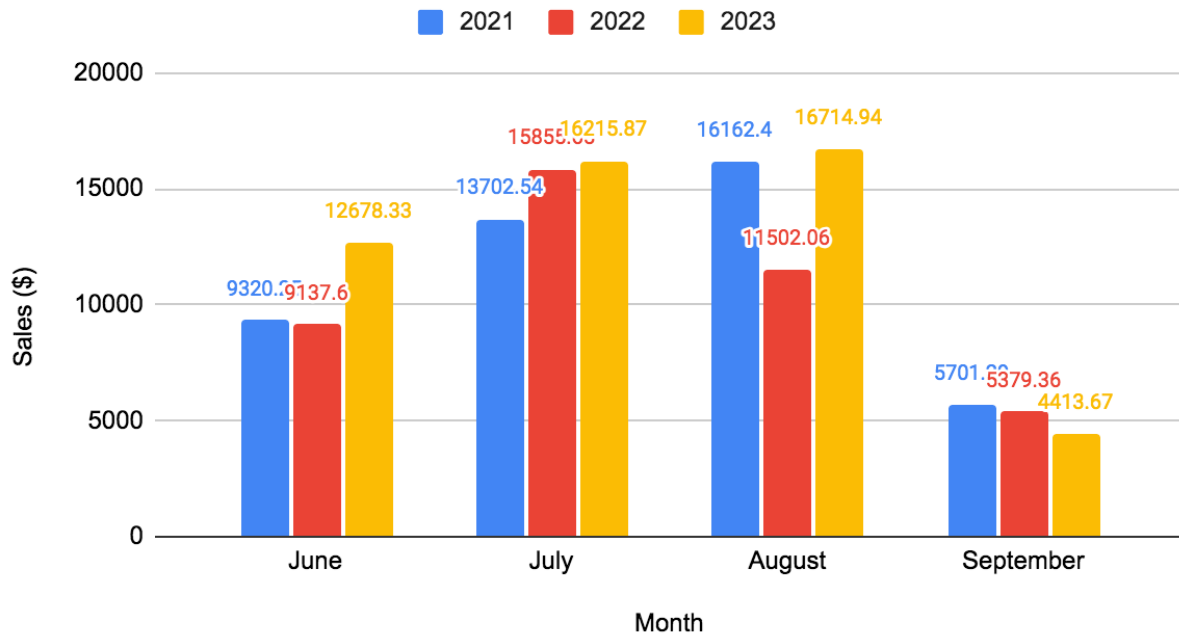
I've attached graphs tracking Sales, Visitors, and Contacts (through portals and programs) for the last three years. You'll notice that our sales numbers remained higher this year despite somewhat lower visitor numbers in June and September. This year at the Redfish Visitor Center we made \$50,022 in sales (including bookstore, donations, gallery, and memberships). This is the highest final sales number for the Redfish Center so far. We had slightly higher visitor numbers in July and August this year than in 2022, and fairly even numbers compared to 2021. Program, portal, and roving visitor contacts were much higher than 2022 numbers and fairly similar to 202 numbers. Portals were busier this year than the last two years (7,144 contacts made), while program attendance was fairly similar to 2022 but lower than in 2021 (1,122 attendees).

According to final numbers, SIHA engaged over 25,000 individuals in 2023 through programming, events, and visitation to the Visitor Center and Museum.

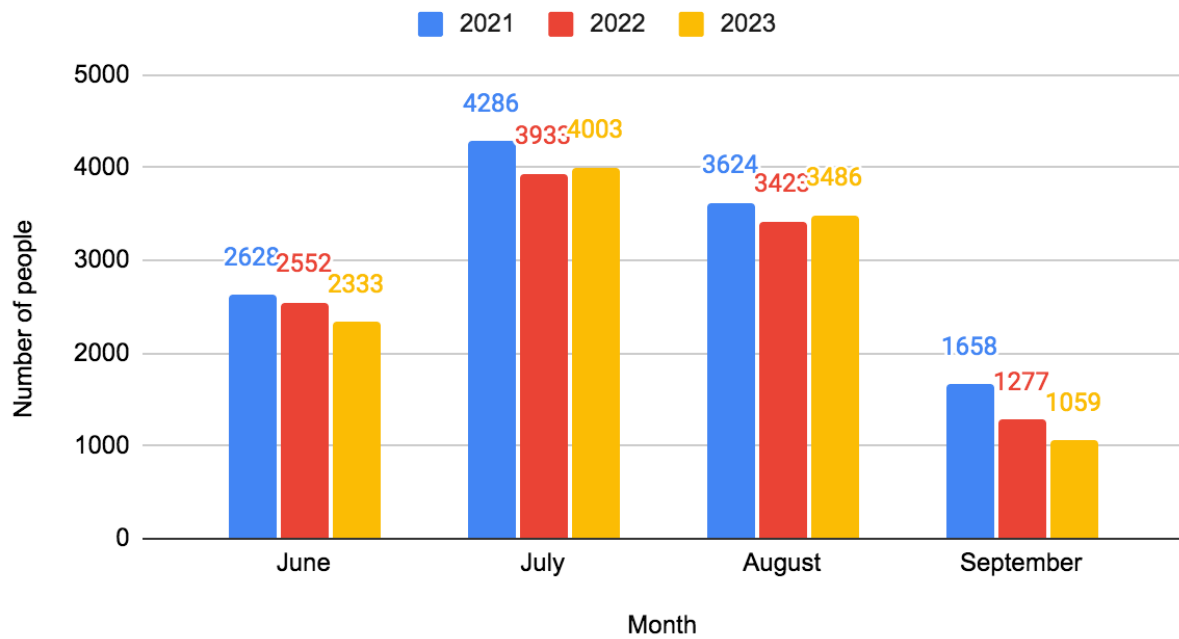
Finally, I'm excited to say that I'll be back next year! I'll be working through the winter on social media, hiring, and planning for next season. We're facing a challenge in that the Visitor Center will not open until late June due to the construction around Redfish, and we're trying to figure out how to adapt in the early season, what our hiring process and training will look like, and what kinds of programming we can provide without the Redfish Center as a base of operations. The loss of June sales will certainly affect us, and the lack of an information base for visitors in the Redfish area is a challenge. We're looking at various solutions, such as working with Redfish Lake Lodge to have a naturalist at the front desk or marina to answer visitor questions, running weekly Junior Ranger programs at the museum or campgrounds, increasing our variety of discovery stations and mobile interpretation, and increasing our reach at trailhead portals. I'm excited to work on solutions and program development over the winter, and equally excited to continue to learn and grow with SIHA next season.

CHARTS

Sales

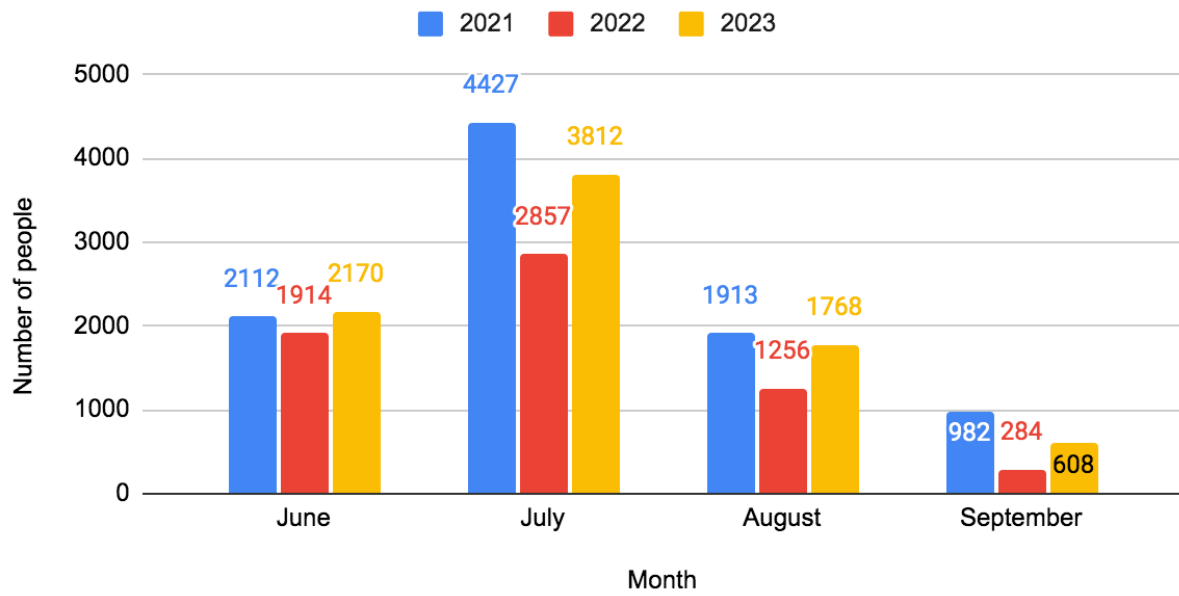


Visitors



Contacts Made

Program and Portal Totals



Board Report
October 2023
Megan Nelson

The last fall board report I wrote in the SIHA office, but I write this one at my home in Pocatello. My last day at the museum was Saturday, September 9th because I started a new job at the public library here in town. It's hard to leave early once you've experienced autumn in the Sawtooths. However, I left knowing that the museum was in the trustworthy hands of Ian Maupin. Lin, Clare, Hali, and Ian were the skeleton crew that closed both the museum and the Visitor Center. From the reports I've heard, it seems like they had their hands full with the road closure, maintenance projects, and miscellaneous odds and ends.

Numbers

Normally, I include the museum's sales and donations in my chart. However, due to a technical error on my end, I will leave that up to Erica who has all that information in her report. I'm looking forward to reading her report! We ended the season on a strong note, with a highlight being Salmon Fest. The museum itself (not the festival) saw over 300 people step through the doors to look at exhibits, ask questions about history, and donate.

Year	2023 (Aug 8 th -Sept 31 st)	2022 (Aug 8 th -Sept 31 st)	2021 (Aug 8 th -Sept 31 st)
Visitors	1,656	1,404	1,416

August

Once I accepted my library job, it was a time crunch to complete projects and get Ian prepared to handle September by himself. The goal was to make sure that Lin and Erica didn't have to step up. I trained Ian on how to do the weekly deposit, helped modify his exhibit, and we got a few maintenance projects done. We sanded our new flagpole, put on three coats of paint, scraped, and repainted the flagpole base, and put a few coats of sealer on the office.

We also had another instance of cows on the museum lawn! The same thing happened in August 2021. We think they came down from the rangeland in the basin. Ian called the Ranger Station and then I called Custer County dispatch. Both agencies showed up and pushed the cattle back up the ridge. Before the law showed up, the cows started to approach the highway and Ian shooed them away to safety. It sure made me grateful to have an experienced rancher on the staff! I think it would be smart to have an official escaped cattle policy for our museum staff.

Another exciting August development was that we got trained in issuing permits for Idaho Department of Parks and Rec! The museum now sells invasive species stickers, boat registration, and Off-Highway Vehicles registration. I'm happy about this development because permits are a fairly common question around town, and I think it will bring more people into the museum. We also started selling firewood permits for both the Sawtooth NF and the Salmon-Challis NF so it would only make sense to become a one-stop shop for all things related to permits. I was pleasantly surprised with the popularity of the firewood permits! We typically sold one or two a

week with the popularity jumping in September. Ian sold at least one fuelwood permit a day during the September weekends. What I love about our new permitting status is how it fits with our mission to educate the public on recreating responsibly.

Salmon Fest

Salmon Fest went very well! I've now attended five Salmon Fests and I think this was the most well attended! Every Redd tour was packed to the gills (pun intended) and we had a lot of people physically inside the museum. Lin's idea to open the porch door to allow for a clear pathway was a stroke of genius. The numbers proved that people were inside the museum as well as outside. It also allowed for easier transactions! Erica will elaborate more, but I know SIHA saw good sales and donations. I loved this year's Salmon Fest. All the vendors were great, and it seemed like the public has gotten more passionate about protecting salmon. An event like Salmon Fest gives me hope for our Sawtooth salmon!

Exhibits and Projects

Ian and I both spent a lot of time in August editing our exhibits. One of the toughest parts of exhibit creation is stepping outside of yourself and analyzing the exhibit through the eyes of the visitor. We both had to redo parts of our exhibits, edit content, and omit sections. I hope it was a good learning experience for Ian as he has plans to pursue museum studies in graduate school. Personally speaking, I learned more at the Stanley Museum than I did in the classroom. There's no substitution for practical experience. I hope Ian is like me and walks away from the museum as a better historian.

Sawtooth Interpretive & Historical Association

Outlets Update

Board Meeting Date: October 19, 2023

Sales Comparison

Total sales from January 1 – September 30 are \$112,956.23 compared to \$101,829.90 in 2022. You can find all the exciting sales details on page 3 of this report.

Scroll to page 4 for the Top 10 Selling Items (Gross Sales) at Redfish Visitor Center, Stanley Museum and Stanley Ranger Station. You'll notice the Top 3 items are consistent at all three locations.

- ✓ SNRA t-shirts
- ✓ SNRA baseball hats
- ✓ Mountain Biking Sawtooth & White Cloud Map

Fuelwood Permits

This summer was our first year selling SNRA and Salmon-Challis fuelwood permits at the Stanley Museum.

Why sell fuelwood permits?

- (1) Establish a community presence.
- (2) Fill a need for locals to buy fuelwood permits on weekends when the forest service offices are closed.
- (3) An opportunity to bring in a little extra money to support SIHA's mission.

Here is a brief summary of fuelwood permit sales:

SNRA Fuelwood Permits

Permits sold: 16
SIHA receives \$3 per permit sold
Incentive: \$48.00

Salmon-Challis Fuelwood Permits

Permits sold: 13
SIHA receives \$2.50 per permit sold
Incentive: \$32.50

Thanks to Megan and Ian, selling fuelwood permits at the Museum was a success!

At the August board meeting, it was brought to my attention that we should consider selling Personal-use Tree/Shrub Transplant Permits in 2024. Unfortunately, due to the low demand in our area, we will not be selling the transplant permits in 2024.

Idaho Department of Parks and Recreation

Beginning August 15, the Redfish Visitor Center & Gallery and Stanley Museum began selling the Invasive Species Stickers. The Stanley Museum also sold the OHV (off highway vehicle) and Boat Registration stickers.

SIHA kept \$1.50 per sticker sold as an incentive. We were also allowed to increase the sticker price to cover the cost of the credit card processing fees.

Total stickers sold:

Invasive Species: 21

OHV: 1

Incentive: \$20.50

This winter, the Stanley Ranger Station will sell the OHV, Snowmobile, and Park & Ski stickers. After training on October 19, we will begin selling these stickers to the public. Since the Stanley Ranger Station is the only place in Stanley selling these stickers, it's a great way to get more exposure for the SRS and SIHA.

Increased Credit Card Fees

In September, Elavon (SIHA's credit card processing merchant) implemented the following fees:

- ✓ Credit card processing rates increased from 1.99% + 19¢ per transaction to 2.29% + 19¢ per transaction.
- ✓ \$25 per month per location PCI Compliant Discount fee. If a location is not PCI compliant, the fee is \$89 per month.
- ✓ Annual fee increased from \$99.99 to \$129.99 per location.

The above fees are in addition to the \$10 minimum monthly fee per location that began in February 2023. Ergo, the combined fees for using Elavon's credit card processing services is \$35 per month per location.

To manage these fees, I recommended to Kathy Atchley (Caribou-Targhee liaison) to accept cash-only transactions at locations where sales most likely will not cover the \$35 per month fees. We also discussed switching the C-T outlets to Square. The Square hardware would be purchased using the Caribou-Targhee Fund. Kathy is looking into this option.

Since very few sales occur at the Ketchum Ranger District in November and December, they will transition to cash-only sales. My plan is to switch them to Square in January.

Square

These surprise credit card fees are just another reason why Square is more appealing for SIHA. No monthly fees. No annual fees. No hidden fees. You only pay when you make a sale (2.6% + 10 cents per transaction).

When the Stanley Museum closed, their Square Terminal was transferred to the front desk at SNRA Headquarters. I easily uploaded Headquarters inventory to Square and with a quick training session, they have been making sales with it since September 27.

SNRA Pocket Naturalist Guide

Progress! The first proof of *An Introduction to the SNRA's Flora, Fauna and Geology* was completed by Waterford Press. It's attached to my board report email for your viewing pleasure.

The first proof was forwarded to folks to review the guide and provide feedback. I'm in the process of entering their feedback into a form to submit to Waterford Press for edits. We are on target to print the guide in November.

This is a collaborative project involving many details and moving parts. Thanks to all of you who provided suggestions, feedback, edits and accuracy checks. I'm grateful for your help!

Submitted by Erica Cole

Sales by Location
January 1 - September 30

Sawtooth Outlets	2023	2022
Fairfield Ranger District	\$283.32	\$62.65
Ketchum Ranger District	\$2,464.25	\$2,263.87
Lost River Ranger District	\$455.89	\$738.45
Redfish Visitor Center	\$33,080.83	\$25,483.74
SNRA Headquarters	\$18,474.38	\$17,473.09
Stanley Museum	\$12,718.92	\$10,178.80
Stanley Ranger Station	\$16,029.22	\$10,890.31
Sawtooth Outlets Total	\$83,506.81	\$67,090.91
Gallery Sales at Redfish VC		
Gallery Sales	\$16,124.96	\$13,342.00
Less 65% Commission Paid to Artists	\$10,471.47	\$8,672.30
35% SIHA Commission	\$5,629.29	\$4,669.70
Caribou/Targhee Outlets		
Ashton Ranger District	\$1,906.71	\$1,858.83
Island Park Ranger Station	\$1,992.01	\$3,075.99
Palisades Ranger District	\$366.92	\$443.84
Teton Basin Ranger District	\$1,767.08	\$2,049.73
Caribou/Targhee Outlets Total	\$6,032.72	\$7,428.39
Misc Outlets		
Made in Idaho Store	\$1,154.52	\$1,348.26
Mountain Village Gas Station	\$0.00	\$433.76
Mountain Village Merc	\$14,941.23	\$19,211.82
Recreation Resource Management of America (trail map sales only)	\$400.95	\$0.00
Stanley Chamber of Commerce (trail map sales only)	\$341.01	\$534.56
Wholesale Trail Map	\$950.00	\$1,112.50
Misc Outlets Total	\$17,787.71	\$22,640.90
Grand Totals	\$112,956.53	\$101,829.90

Top 10 Items: Gross Sales

Stanley Ranger Station May 17 - Sept 30		
Item	Qty	Gross
Mountain Biking Saw & White Cloud Map	217	\$3,035.83
SNRA Tshirts	67	\$1,671.65
SNRA Baseball Hats	37	\$918.00
Sawtooth Trail Map	184	\$868.28
National Geographic Sawtooth Map	24	\$358.80
Sawtooth White Clouds Book	13	\$338.00
Sawtooth North Forest Service Map	25	\$350.00
Exploring Sawtooths (Leidecker)	10	\$350.00
Hiker's Guide to Northwest Hot Springs	13	\$324.35
Hiking Sawtooth Country (Marchant)	11	\$267.95

Stanley Museum May 27 - Sept 24		
Item	Qty	Gross
SNRA Tshirts	44	\$1,097.80
SNRA Baseball Hats	30	\$688.50
Mountain Biking Saw & White Cloud Map	18	\$251.82
Sawtooth Trail Map	45	\$212.40
Idaho Mountain Wildflowers Book	9	\$206.55
Kokanee Plush	15	\$194.25
Hiker's Guide to Northwest Hot Springs	8	\$190.75
Birds of Idaho Field Guide	11	\$186.45
SNRA Stickers	53	\$185.50
Land of the Yankee Fork	10	\$149.50

Redfish Lake Visitors Center June 9 - September 10		
Item	Qty	Gross
SNRA Tshirts	128	\$3,193.60
SNRA Baseball Hats	86	\$1,973.70
Mountain Biking Saw & White Cloud Map	120	\$1,678.80
Sawtooth & Elephants Perch Infinity Sticker	88	\$1,407.12
Sawtooth & Elephants Perch Miniscape Sticker	108	\$940.92
Jabebo Earrings	54	\$915.30
Sawtooth Trail Map	169	\$797.68
SNRA Wood Ornaments	59	\$764.05
SNRA Stickers	188	\$658.00
Pika Plush	56	\$793.20

Center for the Sawtooths Pledges					
Qty	Amount	Total	Collected at Closing	Collected in First Year	Collected after First Year
1	\$25,000	\$25,000	\$12,500	\$12,500	
1	\$24,000	\$24,000	\$15,500	\$8,500	
2	\$20,000	\$40,000	\$40,000		
4	\$5,000	\$20,000	\$13,750	\$3,750	\$2,500
1	\$3,000	\$3,000	\$3,000		
1	\$2,400	\$2,400	\$1,200	\$1,200	
1	\$2,000	\$2,000	\$2,000		
5	\$1,000	\$5,000	\$4,000	\$1,000	
4	\$100-\$500	\$1,425	\$1,425		
Total		\$122,825	\$93,375	\$26,950	
			\$120,325		\$2,500

FISCAL AGENT AGREEMENT

This Agreement is made as of this _____ day of _____, 2023 between the Sawtooth Interpretive & Historical Association, Inc. (hereafter referred to as “Fiscal Agent”) and Center for the Sawtooths, Inc. (hereafter referred to as the “Sponsored Organization”).

Purpose of Agreement

The Sponsored Organization has proposed that the Fiscal Agent sponsor a project (the “Project”) to

- a. Be a resource to further the preservation, protection and enhancement of the Sawtooth Salmon River Country’s natural features and ecosystems.
- b. Facilitate the exchange of information and education about the Sawtooth Salmon River Country.
- c. Encourage interest in, understanding of, and appreciation for the importance of the Sawtooth Salmon River Country, its inhabitants, and surrounding environment.
- d. Print, publish, distribute, circulate or sell books, pamphlets, periodicals, papers, magazines, and memorabilia in connection with the activities of the organization.

The Fiscal Agent has determined that sponsorship of the Project would be consistent with its goals, and wishes to make arrangements with the Sponsored Organization for the implementation and operation of the Project.

1. The Fiscal Agent hereby agrees to sponsor the Project and to assume administrative, programmatic, financial, and legal responsibility for the purposes of the requirements of funding organizations. The Sponsored Organization agrees to implement and operate the Project, in accordance with the terms of this agreement and with any requirements imposed by funding organizations. The Fiscal Agent shall have no responsibility or liability for actions of the Sponsored Organization occurring in the course of its operation and management of the Project.
2. The Project shall be operated in a manner consistent with the Fiscal Agent’s tax-exempt status and as described in this agreement. No material changes in the purposes or activities of the Project shall be made without prior permission of the Fiscal Agent and in accordance with any requirements imposed by funding

organizations, nor shall the Sponsored Organization carry on activities or use funds in any way that jeopardizes the Fiscal Agent's tax-exempt status.

3. The Sponsored Organization shall not, and shall not permit the Project to, attempt to influence legislation or participate or intervene in any political campaign on behalf (or in opposition to) any candidate for public office or otherwise engage in the carrying on of propaganda (within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986).
4. If requested, the Sponsored Organization will provide the Fiscal Agent with reports describing programs and services of the Project in accordance with an agreed upon schedule:
5. The Sponsored Organization will provide all information and prepare all reports, including interim and final reports, required by funding organizations with the Fiscal Agent's assistance and final approval.
6. On behalf of the Sponsored Organization, the Fiscal Agent will establish and operate for the use of the Project a designated account ("Account") segregated on the Fiscal Agent's books. All amounts deposited into a Project's Account will be used in its support, less administrative charges, if any, and subject to the conditions set forth below.
7. The Fiscal Agent will disburse funds from the Account as instructed on properly filled-out vouchers accompanied by required documentation and only as authorized by this agreement. Disbursements will be restricted to the support and implementation of the Project only.
8. The Sponsored Organization designates _____ (name) to act as authorizing official. The authorizing official shall act as principal coordinator of the Project's daily business with the Fiscal Agent, and shall have authority to sign disbursement requests.
9. The Fiscal Agent and Sponsored Organization will maintain all financial records relating to the Project according to generally accepted accounting principles, retain records as long as required by law, and make records available to auditors as required by law.
10. The Fiscal Agent and the Sponsored Organization will reflect the activities of the Project, to the extent required, on their state and federal government tax returns and financial reports. All disbursements from an Account shall be treated as payments made to or on behalf of the Sponsored Organization to accomplish the purposes of the Project. The Sponsored Organization will provide the Fiscal Agent with proper documentation to accomplish this, including furnishing the

Fiscal Agent with the Sponsored Organization's Federal Employer Identification Number.

11. This agreement will be subject to review as requested by Fiscal Agent and will terminate if any of the following events occur:
 - a. The Fiscal Agent requests the Sponsored Organization to cease activities that it deems might jeopardize its tax-exempt status and the Project fails to comply within a period of ten (10) days;
 - b. The Sponsored Organization fails to perform or observe any other covenant of this agreement, and this failure remains unremedied ten (10) days after notice in writing.
 - c. Upon expiration of four weeks after either the Sponsored Organization or the Fiscal Agent has given written notice of its intent to terminate the agreement.
12. In the event this Agreement is terminated, the Fiscal Agent and Sponsored Organization will comply with any termination conditions imposed by funding organizations.

In witness whereof, the parties hereto have executed this Agreement on the day and year first written above.

Fiscal Agent:

Authorized signer

Date

Sponsored Organization:

Authorized signer

Date