

CITY OF CHARLES CITY
NON-PROFIT ORGANIZATION
FUNDING APPLICATION

GENERAL INFORMATION

- 1) *Name of Applicant Organization:* Floyd County Historical Society and Museum
- 2) *Date of Application:* January 2, 2021
- 3) *Applicant Organization Address:* 500 Gilbert St., Charles City, IA 50616
- 4) *Applicant Organization Telephone Number:* 641-228-1099
- 5) *Contact Person Telephone Number and email address:* Jennifer C. Thiele, 641-228-1099,
fcmiowa@gmail.com
- 6) *Amount of Requested Funding:* \$4440.00
- 7) *Please State IRS Tax Code Section Status:* 501(c)3 Non-Profit Organization
- 8) *Describe Services Provided by Applicant Organization:* The Floyd County Historical Society and Museum provides visitors a unique museum experience, educational programs, heritage events, and research assistance. We also sell original and reproductions of Hart-Parr, Oliver, White, and Minneapolis-Moline Tractor Company materials.

SPECIFIC INFORMATION CONCERNING REQUESTED FUNDS

- 9) *For what use or project are the public funds requested? (Please describe in detail the specific purpose for which the funds will be used):*

These funds will be used for Visitor Experience Improvements. Specifically, this funding will help us purchase materials, equipment, and services to get more visitors into the museum, provide them quality museum services, and provide more interactive elements in current and new exhibits. Some of the materials needed include replacing outdated or broken equipment including our cash register, LED open signs, and doorbells for our handicap lifts. For our exhibit areas we are in need of funds for paint, photo ledges, table skirts, portable speakers, acrylic sign holders, wall mount brackets, wall mount shelves, adhesive vinyl, and an art hanging gallery system. We are also requesting funding to pay for a graphic designer to help create a new more inclusive logo for the Museum.

- 10) *What additional funding has been obtained or pledged for this use/project, giving the name of each funding source and the amount donated, pledged or loaned by each source?:*

Visitor Experience Improvements are an ongoing process. However, the items we are seeking to fund at this time have not been funded before. This is the first request written for these specific items. We will also be applying for funds from the Farrer Endowment Foundation and the Chamber of Commerce Hotel/Motel Tax grant.

- 11) *What additional funding is necessary to accomplish the proposed use/project? What is the projected source for these funds and date by which these additional funds will be secured?:*

We plan to request \$4440 from the Farrer Endowment Foundation and the Chamber of Commerce's Hotel/Motel Tax grant. If we are able to get funding from one source then any additional funding gained will be put towards future Visitor Experience Improvements.

- 12) *By which date will the use/project be completed?:*

This project will be completed by December 31, 2021.

- 13) *Give a detailed description of the public benefit conferred by the use/project for which funds are requested.*

(This should include such considerations as: a) number of jobs created by the use/project; b) economic impact to the business community; c) enhancement to public education and recreational opportunities. Supporting studies/data should be supplied where appropriate):

Visitor Experience Improvements help the Museum provide an updated experience to our patrons. Museum's need to update exhibit areas regularly to meet changing trends, and to prevent the exhibits and the entire museum experience from becoming stagnant. These requested items will help us replace out dated equipment, provide more interactive elements to our exhibits, and provide cost-effective rotation of exhibit spaces. This project is part of an ongoing process to increase public awareness of local history and encourage repeat visits to the Museum and to our community.


- 14) *Will the use/project for which funding is requested duplicate or compete with a use, project, or service provided by another organization, whether profit or nonprofit? If so, describe:*

This project will not compete with another entities project or services.

15) Please provide the following information with the application:

- A) A copy of the organization's current fiscal year budget
- B) A list of all Board, Commission or Governing Body members of the organization
- C) A copy of the organization's last annual financial report or financial audit

Applicant organization should be aware that additional financial data may be required if requested by the City.



Signature

01/20/2021
Date

Signature

Date



Floyd County Historical Society and Museum- Where History Comes Alive!

500 Gilbert St., Charles City, Iowa 50616

Phone | 641.228.1099

[Email | fcmiowa@gmail.com](mailto:fcmiowa@gmail.com)

[Web: floydcountymuseum.org](http://floydcountymuseum.org)

**Visitor Experience Improvements
Project Budget**

Item	Supplier	Quantity	Cost Per Unit	Combined Cost
Cash Register	Amazon	1	\$999.00	\$999.00
LED Open Signs	Amazon	3	\$34.66	\$104.00
Paint	Sherwin Williams	20	\$44.97	\$900.00
Doorbells	Amazon	4	\$12.99	\$52.00
Photo Ledges	Amazon	5	\$39.99	\$200.00
Table Skirts	Amazon	1 pack of 10	\$62.00	\$62.00
Portable Speakers	Amazon	8	\$20.99	\$168.00
Acrylic Sign Holder 11 x 17	Amazon	5 packs of 3	\$26.99	\$135.00
Acrylic Sign Holder 8.5 x 11	Amazon	1 pack of 10	\$41.99	\$42.00
Full Motion TV Wall Mount Bracket	Amazon	2	\$46.96	\$94.00
Wall-Mounted AV Shelf	Amazon	2	\$24.99	\$50.00
Floating Shelves	Amazon	2	\$36.99	\$74.00
Cliprail Art Hanging Gallery System	Amazon	2	\$459.90	\$920.00
Permanent Vinyl	Amazon	3	\$29.99	\$90.00
Graphic Designer, Logo	Commissioned Artist	1	\$100	\$100

Subtotal: \$3990.00

Tax and Shipping/ Handling: \$450.00

Total Project Budget: \$4440.00



Floyd County Historical Society and Museum: Where History Comes Alive!

500 Gilbert St. Charles City, Iowa 50616

Phone | 641.228.1099

Email | fcmiowa@gmail.com

Updated: November 2020

Floyd County Historical Society and Museum

Board Members

Jody Flint Co- President 641-228-6032 jodyfl@netcon.net	Dr. Richard Robert Executive Secretary 641-228-1665 db59rr@gmail.com
Tony Lessin Co-President 641-220-5918 (L.S.C. 641-228-3347) tlessin86@gmail.com	Becky Meyer Member at large/ volunteer coordinator 641-330-3948 Meyerfarms5@gmail.com
Dean Tjaden 2 nd Vice President 641-330-1097 deantjaden@gmail.com	Bob Durrwachter Nominating Committee 641-228-7491 durrwach@mchsi.com
Nancy Joerger Treasurer 641-228-6251 nyeg@mediacombb.net	Gary Mills Member at large 641-228- 6731 garyjean61@gmail.com
Kim Rouse Recording Secretary 641-330-2804 © kimberlyann53@outlook.com	

Museum Staff

Jennifer Thiele Director Cell 541-206-1067 fcmiowa@gmail.com / bjthiele@live.com	Sara Renaud Collections Technician Cell 515-771-6505 fcmcollections@gmail.com / Sirenaud96@gmail.com
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Floyd County
Historical Society

2019 & 2020 . Actual Income & Expense
Proposed 8/31/21 Budget

	YE 8/31/19 Actual	8/31/2020 BUDGETED	8/31/2020 Actual	Proposed 8/31/2021 Budget
General Fund Income				
Manual Sales	16,107.00	18,000.00	22,545.25	31,000.00
Admissions	8,336.50	9,000.00	3,528.00	9,000.00
Memberships	7,945.00	8,000.00	6,615.00	7,500.00
Gift Shop Sales	15,466.80	17,000.00	13,765.66	4,000.00
Research	0.00	50.00	712.50	400.00
Copies & Reprints	213.00	150.00	979.00	350.00
HPOCA	874.30	800.00	1,177.00	800.00
Miscellaneous	0.00	300.00	500.00	300.00
Annual Meeting Tickets	918.00	1,000.00	1,347.00	0.00
CC Community Fund	632.00	500.00		0.00
<u>Contributions:</u>				
Bequests	0.00	1,500.00	0.00	1,500.00
Donations	25,774.68	10,000.00	29,575.78	10,000.00
Fundraising	15,686.00	20,000.00	22,930.00	20,000.00
Memorials	2,510.00	2,000.00	1,005.00	2,000.00
Interest Income	1,542.57	500.00	1,312.83	500.00
Endowment Fund Interest	9,932.75	10,000.00	9,000.00	9,000.00
Grants	0.00	1,000.00	10,250.00	16,700.00
Pioneer Day Sales	0.00	0.00		300.00
Rent Income	<u>1,210.00</u>	<u>1,000.00</u>	<u>1,516.40</u>	<u>1,000.00</u>
Total Gen'l Fund Income	107,148.60	100,800.00	126,759.42	114,350.00
General Fund Expenses				
Administrative Expenses				
Pioneer Day	100.00	50.00	8.00	50.00
Advertising	834.00	1,500.00	724.07	750.00
Annual Meeting	<u>1,001.77</u>	<u>1,000.00</u>	<u>1,078.49</u>	<u>0.00</u>
Total Promo Expense	1,935.77	2,550.00	1,810.56	800.00
Building & Grounds				
Elevator Maintenance	2,788.38	2,800.00	2,821.80	2,850.00
Insurance	4,888.00	5,500.00	5,503.00	5,500.00
Repair & Maintenance	3,812.04	8,000.00	4,845.88	9,160.00
Utilities	11,449.06	12,000.00	10,402.77	10,500.00
Building & Grounds - other				
Total Building & Grounds	22,937.48	28,300.00	23,573.45	28,010.00

Program Expense

Childrens' Programs	119.95	200.00	65.39	200.00
Continuing Education	205.60	250.00	71.92	100.00
Fundraising	100.00	1,000.00	15,175.00	1,000.00
Gift Shop	1,517.27	2,000.00	1483.82	2,000.00
Grant		<u>1,000.00</u>	398.10	<u>0.00</u>
Total Program Expense	1,942.82	4,450.00	17,194.23	3,300.00

Manual Expense

Copier Expense	5745.11	6000.00	6338.56	5950.00
Credit Card - 4%	1213.37	1500.00	1485.42	1450.00
Shipping	1775.79	2000.00	2673.16	1800.00
Supplies	<u>1144.89</u>	<u>1500.00</u>	<u>2099.21</u>	<u>1500.00</u>
Total Manual Expense	9,879.16	11,000.00	12,596.35	10,700.00

Office Expense

Membership Drive	406.41	450.00	22.20	50.00
Miscellaneous	0.00	300.00	1,543.20	300.00
Newsletter	2,150.31	2,200.00	2,143.06	2100.00
Office Equipment	334.99	500.00	240.00	240.00
Office Supplies	554.57	1,000.00	1,096.09	1000.00
Organizational Dues	<u>424.04</u>	<u>500.00</u>	<u>395.69</u>	<u>350.00</u>
Total Office Expense	3,870.32	4,950.00	5,440.24	4,040.00

Payroll

Director	44,209.70	40,000.00	49,403.52	40,000.00
Collections Technician	13,379.28	15,000.00	10,595.83	17,000.00
Receptionist	7,691.75	8,000.00	6,189.26	0.00
Summer Help	0.00	0.00	0.00	0.00
Payroll Taxes	4,992.11	5,200.00	5,049.26	4,900.00
Health Insurance	3,357.00	4,000.00	2,997.86	1,300.00
Payroll Exp - Other	600.00	600.00	600.00	600.00
Total Payroll	74,229.84	72,800.00	74,835.73	63,800.00

Other Expenses

Postage	114.00	400.00	189.00	200.00
Professional Services	200.00	200.00	0.00	200.00
Reprints & Copies	0.00	25.00	22.50	30.00
Safety Check	30.00	30.00	30.00	30.00
Telephone / Internet	2,242.00	2,300.00	2,080.83	2,000.00
Conservation Supplies	300.35	500.00	63.14	90.00
Exhibits	-3,243.75	1,000.00	258.35	150.00
HPOCA	175.82	500.00	636.45	500.00
Scholarships	<u>500.00</u>	<u>500.00</u>	<u>500.00</u>	<u>500.00</u>
Total Other Expense	318.42	5,455.00	3,780.27	3,700.00

Total General Fund Exp	<u>115,113.81</u>	<u>129,505.00</u>	<u>139,230.83</u>	<u>114,350.00</u>
Net Gen'l Fund Income (Loss)	-7,965.21	-28,705.00	-12,471.41	0.00

Capital Improvement Inc

Interest	1,849.90	1,000.00	1,591.61	500.00
Andres Trust	41,790.00	20,000.00	20,000.00	0.00
Grants	0.00	5,000.00	51,055.00	71,055.00
Capital Impro Income-Other	0.00		40,175.00	0.00

Total Capital Improv Inc	<u>43,639.90</u>	<u>26,000.00</u>	<u>112,821.61</u>	<u>71,555.00</u>
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Minneapolis Moline	0.00	0.00	0.00	0.00
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Total Other Income	<u>43,639.90</u>	<u>26,000.00</u>	<u>112,821.61</u>	<u>71,555.00</u>
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Capital Improvement Expenses

Minneapolis Moline	0.00	0.00	0.00	0.00
Capital Improvements	0.00	6,500.00	0.00	152,636.00
Andres Trusts		20,000.00	45,352.94	0.00
Miscellaneous	7,989.72	1,000.00	30,057.24	1,000.00
Sign	0.00	0.00	0.00	

Total Capital Impr Exp	<u>7,989.72</u>	<u>27,500.00</u>	<u>75,410.18</u>	<u>153,636.00</u>
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Capital Impr Inc (Loss)	35,650.18	-1,500.00	37,411.43	-82,081.00
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NET Income less Distrib. (both accounts)	<u>27,684.97</u>	<u>-30,205.00</u>	<u>24,940.02</u>	<u>-82,081.00</u>
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Floyd County Historical Society Inc.
Profit & Loss
 September 2019 through August 2020

	Sep '19 - Aug 20
Ordinary Income/Expense	
Income	
Manual Sales	22,545.25
Admissions	3,528.00
Memberships	6,615.00
Gift Shop Sales	13,765.66
Research	712.50
Copies & Reprints	979.00
HPOCA	1,177.00
Miscellaneous	500.00
Annual Meeting Tickets	1,347.00
Contributions	
Donations	29,575.78
Fundraising	22,930.00
Memorials	1,005.00
Total Contributions	53,510.78
Interest Income	1,312.83
Endowment Fund Interest	9,000.00
Grants	10,250.00
Rent Income	1,516.40
Total Income	126,759.42
Gross Profit	126,759.42
Expense	
Pioneer Day	8.00
Advertising	724.07
Annual Meeting	1,078.49
Building & Grounds	
Elevator Maintenance	2,316.80
Insurance	5,503.00
Repair & Maintenance	4,845.88
Utilities	10,402.77
Building & Grounds - Other	505.00
Total Building & Grounds	23,573.45
Childrens' Programs	65.39
Continuing Education	71.92
Fundraising	15,175.00
Gift Shop	1,483.82
Grant	398.10
Manual Expenses	
Copier Maintenance	6,338.56
Credit Card - 4%	1,485.42
Shipping	2,673.16
Supplies	2,099.21
Total Manual Expenses	12,596.35
Membershp Drive	22.20
Miscellaneous Expense	1,543.20
Newsletter	2,143.06
Office Equipment	240.00
Office Supplies	1,096.09
Organizational Dues	395.69
Payroll Expenses	
Director	49,403.52
Collections Technician	10,595.83
Receptionist	6,189.26
Payroll Taxes	5,049.26
Health Insurance	2,997.86
Payroll Expenses - Other	600.00
Total Payroll Expenses	74,835.73

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09/03/20
Accrual Basis

Floyd County Historical Society Inc.
Profit & Loss
September 2019 through August 2020

	<u>Sep '19 - Aug 20</u>
Postage	189.00
Reprints & Copies	22.50
Safety Check	30.00
Telephone/Internet	2,080.83
Other Expenses	
Conservation Supplies	63.14
Exhibits	258.35
HPOCA	636.45
Scholarship	500.00
Total Other Expenses	<u>1,457.94</u>
Total Expense	<u>139,230.83</u>
Net Ordinary Income	-12,471.41
Other Income/Expense	
Other Income	
Capital Improvement Income	
Grants	47,800.00
Andres Trust	20,000.00
Interest	1,591.61
Capital Improvement Income - Other	43,430.00
Total Capital Improvement Income	<u>112,821.61</u>
Total Other Income	112,821.61
Other Expense	
Capital Improvement Expenses	
Miscellaneous Imp	30,057.24
Andres Trust	45,352.94
Total Capital Improvement Expenses	<u>75,410.18</u>
Total Other Expense	<u>75,410.18</u>
Net Other Income	<u>37,411.43</u>
Net Income	<u><u>24,940.02</u></u>

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09/03/20

Accrual Basis

Floyd County Historical Society Inc.
Profit & Loss Prev Year Comparison
September 2019 through August 2020

	Sep '19 - Aug 20	Sep '18 - Aug 19	\$ Change
Ordinary Income/Expense			
Income			
Manual Sales	22,545.25	16,107.00	6,438.25
Admissions	3,528.00	8,336.50	-4,808.50
Memberships	6,615.00	7,945.00	-1,330.00
Gift Shop Sales	13,765.66	15,466.80	-1,701.14
Research	712.50	0.00	712.50
Copies & Reprints	979.00	213.00	766.00
HPOCA	1,177.00	874.30	302.70
Miscellaneous	500.00	0.00	500.00
Annual Meeting Tickets	1,347.00	918.00	429.00
CC Community Fund	0.00	632.00	-632.00
Contributions			
Donations	29,575.78	25,774.68	3,801.10
Fundraising	22,930.00	15,686.00	7,244.00
Memorials	1,005.00	2,510.00	-1,505.00
Total Contributions	53,510.78	43,970.68	9,540.10
Interest Income	1,312.83	1,542.57	-229.74
Endowment Fund Interest	9,000.00	9,932.75	-932.75
Grants	10,250.00	0.00	10,250.00
Rent Income	1,516.40	1,210.00	306.40
Total Income	126,759.42	107,148.60	19,610.82
Gross Profit	126,759.42	107,148.60	19,610.82
Expense			
Pioneer Day	8.00	100.00	-92.00
Advertising	724.07	834.00	-109.93
Annual Meeting	1,078.49	1,001.77	76.72
Building & Grounds			
Elevator Maintenance	2,316.80	2,283.38	33.42
Insurance	5,503.00	4,888.00	615.00
Repair & Maintenance	4,845.88	3,812.04	1,033.84
Utilities	10,402.77	11,449.06	-1,046.29
Building & Grounds - Other	505.00	505.00	0.00
Total Building & Grounds	23,573.45	22,937.48	635.97
Childrens' Programs	65.39	119.95	-54.56
Continuing Education	71.92	205.60	-133.68
Fundraising	15,175.00	100.00	15,075.00
Gift Shop	1,483.82	1,517.27	-33.45
Grant	398.10	0.00	398.10
Manual Expenses			
Copier Maintenance	6,338.56	5,745.11	593.45
Credit Card - 4%	1,485.42	1,213.37	272.05
Shipping	2,673.16	1,775.79	897.37
Supplies	2,099.21	1,144.89	954.32
Total Manual Expenses	12,596.35	9,879.16	2,717.19
Memberhsip Drive	22.20	406.41	-384.21
Miscellaneous Expense	1,543.20	0.00	1,543.20
Newsletter	2,143.06	2,150.31	-7.25
Office Equipment	240.00	334.99	-94.99
Office Supplies	1,096.09	554.57	541.52
Organizational Dues	395.69	424.04	-28.35
Payroll Expenses			
Director	49,403.52	44,209.70	5,193.82
Collections Technician	10,595.83	13,379.28	-2,783.45
Receptionist	6,189.26	7,691.75	-1,502.49
Payroll Taxes	5,049.26	4,992.11	57.15
Health Insurance	2,997.86	3,357.00	-359.14
Payroll Expenses - Other	600.00	600.00	0.00
Total Payroll Expenses	74,835.73	74,229.84	605.89

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Accrual Basis

Floyd County Historical Society Inc.
Profit & Loss Prev Year Comparison
September 2019 through August 2020

	Sep '19 - Aug 20	Sep '18 - Aug 19	\$ Change
Postage	189.00	114.00	75.00
Professional Services	0.00	200.00	-200.00
Reprints & Copies	22.50	0.00	22.50
Safety Check	30.00	30.00	0.00
Telephone/Internet	2,080.83	2,242.00	-161.17
Other Expenses			
Conservation Supplies	63.14	300.35	-237.21
Exhibits	258.35	-3,243.75	3,502.10
HPOCA	636.45	175.82	460.63
Scholarship	500.00	500.00	0.00
Total Other Expenses	<u>1,457.94</u>	<u>-2,267.58</u>	<u>3,725.52</u>
Total Expense	<u>139,230.83</u>	<u>115,113.81</u>	<u>24,117.02</u>
Net Ordinary Income	-12,471.41	-7,965.21	-4,506.20
Other Income/Expense			
Other Income			
Capital Improvement Income			
Grants	47,800.00	0.00	47,800.00
Andres Trust	20,000.00	41,790.00	-21,790.00
Interest	1,591.61	1,849.90	-258.29
Capital Improvement Income - Other	43,430.00	0.00	43,430.00
Total Capital Improvement Income	<u>112,821.61</u>	<u>43,639.90</u>	<u>69,181.71</u>
Total Other Income	112,821.61	43,639.90	69,181.71
Other Expense			
Capital Improvement Expenses			
Miscellaneous Imp	30,057.24	7,989.72	22,067.52
Andres Trust	45,352.94	0.00	45,352.94
Total Capital Improvement Expenses	<u>75,410.18</u>	<u>7,989.72</u>	<u>67,420.46</u>
Total Other Expense	<u>75,410.18</u>	<u>7,989.72</u>	<u>67,420.46</u>
Net Other Income	<u>37,411.43</u>	<u>35,650.18</u>	<u>1,761.25</u>
Net Income	<u><u>24,940.02</u></u>	<u><u>27,684.97</u></u>	<u><u>-2,744.95</u></u>

Floyd County Historical Society Inc.
Profit & Loss Prev Year Comparison
 September 2019 through August 2020

	% Change
Ordinary Income/Expense	
Income	
Manual Sales	40.0%
Admissions	-57.7%
Memberships	-16.7%
Gift Shop Sales	-11.0%
Research	100.0%
Copies & Reprints	359.6%
HPOCA	34.6%
Miscellaneous	100.0%
Annual Meeting Tickets	46.7%
CC Community Fund	-100.0%
Contributions	
Donations	14.8%
Fundraising	46.2%
Memorials	-60.0%
Total Contributions	21.7%
Interest Income	-14.9%
Endowment Fund Interest	-9.4%
Grants	100.0%
Rent Income	25.3%
Total Income	18.3%
Gross Profit	18.3%
Expense	
Pioneer Day	-92.0%
Advertising	-13.2%
Annual Meeting	7.7%
Building & Grounds	
Elevator Maintenance	1.5%
Insurance	12.6%
Repair & Maintenance	27.1%
Utilities	-9.1%
Building & Grounds - Other	0.0%
Total Building & Grounds	2.8%
Childrens' Programs	-45.5%
Continuing Education	-65.0%
Fundraising	15,075.0%
Gift Shop	-2.2%
Grant	100.0%
Manual Expenses	
Copier Maintenance	10.3%
Credit Card - 4%	22.4%
Shipping	50.5%
Supplies	83.4%
Total Manual Expenses	27.5%
Membership Drive	-94.5%
Miscellaneous Expense	100.0%
Newsletter	-0.3%
Office Equipment	-28.4%
Office Supplies	97.7%
Organizational Dues	-6.7%
Payroll Expenses	
Director	11.8%
Collections Technician	-20.8%
Receptionist	-19.5%
Payroll Taxes	1.1%
Health Insurance	-10.7%
Payroll Expenses - Other	0.0%
Total Payroll Expenses	0.8%

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 Accrual Basis

Floyd County Historical Society Inc.
Profit & Loss Prev Year Comparison
 September 2019 through August 2020

	% Change
Postage	65.8%
Professional Services	-100.0%
Reprints & Copies	100.0%
Safety Check	0.0%
Telephone/Internet	-7.2%
Other Expenses	
Conservation Supplies	-79.0%
Exhibits	108.0%
HPOCA	262.0%
Scholarship	0.0%
Total Other Expenses	164.3%
Total Expense	21.0%
Net Ordinary Income	-56.6%
Other Income/Expense	
Other Income	
Capital Improvement Income	
Grants	100.0%
Andres Trust	-52.1%
Interest	-14.0%
Capital Improvement Income - Other	100.0%
Total Capital Improvement Income	158.5%
Total Other Income	158.5%
Other Expense	
Capital Improvement Expenses	
Miscellaneous Imp	276.2%
Andres Trust	100.0%
Total Capital Improvement Expenses	843.8%
Total Other Expense	843.8%
Net Other Income	4.9%
Net Income	-9.9%