

NEVADA COMMISSION FOR
CULTURAL CENTERS AND HISTORIC PRESERVATION (CCCHP)
GRANT APPLICATION FOR FY2019-2020

For SHPO use only
Initials: SJ
Received: 3/2/20
Postmarked: 2/28/20
Delivery Svc: USPS

APPLICATION COVER PAGE (This unaltered form must be submitted with the application.)

Applicant Organization: Carlin Historical Society
EIN (Taxpayer Identification Number): 82-5132787
Mailing Address: P.O. Box 14
City: Carlin County: Elko ZIP: 89822

Project Contact: Ella B. Trujillo Title: Treasurer
Daytime Phone: 775-754-6465 Evening Phone: 775-754-2287
Fax: 775-754-6468 Email: etrujillo@cityofcarlin.com

Project Title: Carlin Museum
Project Address: 718 Cedar Street
City: Carlin County: Elko ZIP: 89822

Project Type: Rehabilitation/Construction Planning/Construction Architectural/Engineering Study/Construction

Historic Property Name: Carlin School House Date Built: 1890?

Property Insured: Yes; please enclose one copy of policy No; please explain: _____


Project Synopsis (brief):

Rehabilitation of historical grammar school in Carlin, Nevada for the development of a museum, learning center, and research archive.

Proposed Start Date: July 1, 2020

Proposed End Date: June 30, 2021

Project Budget Summary:	
Amount Requested:	\$ <u>338,639.00</u>
Proposed Match: Cash	\$ <u>0</u>
In-Kind/Donations:	\$ <u>0</u>
Total Project Budget:	\$ <u>338,639.00</u>

Applicant's authorized signature:

Name (please print): Ella B. Trujillo
Title: Treasurer
Date: 2/28/20

I HAVE READ THE 2019-2020 CCCHP APPLICATION
GRANTS MANUAL*

*PLEASE NOTE—IF THIS PAGE IS NOT SIGNED, THE APPLICATION IS CONSIDERED
INCOMPLETE, AND CANNOT MOVE FORWARD IN THE FUNDING PROCESS.*

I HAVE READ THE GRANTS MANUAL AND COMPLETED THIS CCCHP APPLICATION FOR
2019-2020 AND CERTIFY THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT
TO THE BEST OF MY KNOWLEDGE.

Applicant's authorized signature:



Title: Treasurer

Name (please print): Ella B. Trujillo

Date: 2/28/20

PART II – Narrative Description

1. Project Description

We are rehabilitating the original grammar school/old town hall building in Carlin, Nevada.

The building was likely built in 1889 as a two-room schoolhouse and was used as a school until 1926. The building was then used as Town Hall and also a meeting hall for the local American Legion. In the 1950s, it was again used as a school for the first kindergarten classes in Carlin. Afterwards it was used for various community activities, such as a karate class. In 1980, renovations on the building began so it could be used as a Senior Citizens Center. It housed the Carlin Open Door Senior Citizen Center until 2002 when a new facility was built. Until the Carlin Historical Society claimed it as a museum it was used solely for storage. The building has been a primary structure of the community in one form or another for most of its existence.

We intend to rehabilitate the building so it is fit for use as a museum open to the general public. The proposed rehabilitation work consists of two parts, none of which will alter the historic character of the property. First, in order to restore the exterior grounds of the building we need to remove the old sidewalks, add a new sidewalk to the rear of the building, and install a wheelchair ramp at the rear exit. The current concrete sidewalks have deteriorated and need to be replaced. Second, the interior of the building has two bathrooms. A new hot water heater is needed to provide hot water to the bathroom as the old hot water heater no longer functions. Third, the exterior of the building consists of brick walls and wood cornices and brackets. The brick will need to be repointed but the immediate concern is the wood cornices and brackets. They need to be protected and maintained. We intend to have the cornices and brackets repainted. After the painting is completed, we will install rain gutters where possible to prevent further deterioration of the feature.

Ultimately, we propose to restore the exterior of the building to the original design which included a bell tower and a widow's walk. Eventually, we may restore the interior of the building to include the two original classrooms split by a hallway. The restoration project is our long-term goal. Our short-term goal is to rehabilitate the building for use as a museum by rehabilitating existing cosmetic features of the exterior and making the building ADA accessible.

The work will be completed by licensed contractors/painters and volunteers.

The three projects proposed in this grant are to be completed in one year. Our timeline is our fiscal year of July 1, 2020 to June 30, 2021.

The City of Carlin holds title to the property and has granted the Carlin Historical Society a five-year lease with an option to renew.

2. Building Use/Community Involvement

The facility will be used by the Carlin Historical Society as a museum, research archives, and learning center.

The Carlin Historical Society will be responsible for management of the building and its programs/activities.

The community has been involved in the project from its inception. The Carlin Historical Society was formed in 2018 when a group of citizens got together to plan the celebration for Carlin's 150th birthday. The group decided to form a private non-profit organization and approach the City of Carlin with a request to lease the old Carlin grammar school building to create a museum. The organization has 35 community members and all funds raised and used, since its inception, have been donations from the community.

The community has tried and failed multiple times in the past to create a museum. However, this time the support and opportunity our 150th Birthday provided was the impetus to make it a reality. The community has been waiting a very long time for a place to share and leave their memories of their family's lives in Carlin. The community will continue to be involved in the use of the building by donating and/or loaning items for display, contributing stories for exhibition, viewing the exhibits, accessing the archive for research, attending classes and presentations, and the further preservation of the history of Carlin through development of the Museum.

The building has had many uses and we hope to honor them all as a museum while preserving the historic character of the building.

The importance of a museum for the tourism of our town and rural Nevada is substantial. Carlin is one of the oldest communities in Elko County and has a rich and diverse history to share with tourists from all over the world.

3. Project Support/Financial

We have received both monetary and in-kind donations from the community and other sources. We have received cash donations from supporters locally and abroad due to our work with recognizing and honoring Carlin's Chinese railroad workers. We have received labor from our local E Clampus Vitus chapter. The City of Carlin has leased us the building and the vacant lot next to it and agreed to pay our utility costs for the first two years of operation. Our local electricity company has pledged their support both with cash and labor.

We have currently raised over \$10,000 dollars for the project. We have applied for several grants but have not received any funding as of yet.

We project additional community donations, monetary support from our local electricity company, Wells Rural Electric Company, and a local business, Nevada Gold Mines. We have also requested funding from the Elko County Recreation Board. We will also continue to seek out and apply for grant funding.

We will sustain ourselves financially through fundraising, grant funding, annual business donations, and community support.

We currently have 35 members. Thirty-two of those members are lifetime members. We have a strong board and overwhelming support from the community to make this project happen. We

continue to broaden our outreach to the community both here in Carlin and elsewhere. For example, this summer will be an all-class reunion for Carlin High School. We are working closely with the reunion planners to have the attendees who come from other areas to visit the museum to see the opening of a new exhibit that is about the history of the Carlin schools.

4. Planning

The project includes planning with the local building inspector to determine the most immediate concerns regarding safety and local codes. The proposed work was suggested and/or required in order to open the museum to the public. The proposed work was then discussed with a local architect who agreed the work would be beneficial and in no way impede future historical restoration. Finally, the proposed work was discussed by the Board of Directors at a strategic planning meeting and incorporated into a five-year plan to accomplish the vision of a museum in the building.

The planning was completed by the Board of Directors, after consultation with a building inspector and architect.

The Board of Directors coordinates the planning.

The proposed work will be presented at an open City Council meeting in April 2020 and the Board of Directors meets monthly at an open meeting. The community is invited to make comments or share ideas regarding the planning for the project.

We have been planning for rehabilitation of the building ever since we leased the building.

GRANT APPLICATION FOR 2019-2020

BUDGET FORM PART III

Applicant: Carlin Historical Society

1. Personnel:

	Position Title	Hours	Hourly Rate (HR)	✓ if HR includes Fringe Benefits	% of HR that is a fringe benefit	Amount of fringe benefit	Total Amt	State Share	Non-State Share
a.									
b.									
c.									
d.									
e.									
f.									
g.									
h.									
i.									
j.									
Sub-total:							\$ 0	\$ 0	\$ 0

2. Travel: (see GSA rates in the application form)

	Rate	Miles/# of days	Total Amount	State Share	Non-State Share
a.	Mileage				
	1. Person #1-				
	2. Person #2-				
b.	Per Diem Reimbursements (Breakfast)				
	Per Diem Reimbursements (Lunch)				
	Per Diem Reimbursements (Dinner)				
c.	Transportation costs (parking fees, taxi, etc.)				
d.	Lodging				
	1. Weeknight (Sun-Th)				
	2. Weekend (Fri-Sat only)				
e.	Other:				
f.	Other:				
Sub-total:			\$ 0	\$ 0	\$ 0

GRANT APPLICATION FOR 2019-2020

BUDGET FORM PART III

Applicant: Carlin Historical Society

3. Contractual Services: *(Attach itemized lists or contractor quotes showing the breakdown of materials and labor costs for all proposed work items)*

	Contractual Service	Total Amount	State Share	Non-State Share
a.	Painting of Exterior of Building	\$3,890.00	3,890.00	\$0
b.	Concrete Demo and New Construction	\$34,150.00	\$34,150.00	\$0
c.	Hot Water Heater	\$599.00	\$599.00	\$0
d.				
e.				
f.				
	Sub-total:	\$ 38,639.00	\$ 38,639.00	\$ 0

4. Operating: List estimated operating expenses relating to the proposed project.

	# of items	Rate per item	Flat Rate	Amount	State Share	Non-State Share
a.	Photocopying					
b.	Film and Processing					
c.	Maps					
d.	Postage					
e.	Telephone					
f.	Utilities					
g.	Supplies (specify):					
h.	Other (specify):					
i.	Other (specify):					
			Sub-total:	\$ 0	\$0	\$0

**GRANT APPLICATION FOR 2019-2020
BUDGET FORM PART III**

5. Other (please specify or attach detailed budget):

	Rate	Amount	State Share	Non-State Share
a.				
b.				
c.				
d.				
e.				
f.				
g.				
h.				
	Sub-total:	\$ 0	\$0	\$0

6. Section #1- 6 Subtotals:

	Amounts	State Share	Non-State Share
1. Personnel	\$	\$	\$
2. Travel	\$	\$	\$
3. Contractual Services	\$ 38,639.00	\$ 38,639.00	\$ 0
4. Operating	\$	\$	\$
5. Other	\$	\$	\$
	Sub-total:	\$ 38,639.00	\$ 0

7. Requested State Share Total	Subtotal:	\$ 38,369.00
8. Potential Non-State Share	Subtotal:	\$ 0
9. Actual Non-State Share	Subtotal:	\$ 0
10. Proposed Project Costs	Grand Total:	\$ 38,369.00



NCL #0044656
Nate Blanton, Owner

NATE'S

CONCRETE SERVICE

ESTIMATE

PO BOX 1249
WINNEMUCCA, NV 89446
775-623-5630 or 775-304-1762
natesconcreteservice@gmail.com

DATE
2/26/2020

ESTIMATE NO.
75

NAME/BILLING ADDRESS
Carlin Museum

TERMS
Due on receipt

Description	Qty	Rate	Total
Mobilizing to and from project.	1	3,000.00	3,000.00
Demo of concrete in front of building, dispose of concrete and debris.	16	200.00	3,200.00
Rework sub-grade moisture condition and compact.	8	200.00	1,600.00
Place new entry steps for front entry.	1	5,000.00	5,000.00
Replace approximately 45' of curb and gutter with A.D.A. compliant access.	1	4,000.00	4,000.00
Replace approximately 300 sq. ft. of concrete.	300	10.00	3,000.00
Approximately 15 yds of concrete.	15	250.00	3,750.00
25 yds. of sub-grade material	1	1,500.00	1,500.00
Misc. costs and overhead.	1	2,500.00	2,500.00
Motel or space rent.	4	400.00	1,600.00
Profit.	1	5,000.00	5,000.00
Phase 1. This estimate is for front entrance of Museum.			

TOTAL	\$34,150.00
--------------	--------------------

PROJECT ADDRESS

Signature of Acceptance

BYRNS PAINTING LLC.



736 Alpine Drive
Spring Creek, Nevada 89815
(775) 738-1678

PROPOSAL AND CONTRACT

Date: 2-27-20

Proposal No: 216

TO: *Carlin Museum*
718 Cedar Carlin Nev.

Your local professional for over 30 years!

Phone: *754-6465 - ETRUJILLO @ city OF Carlin .COM*

PROJECT: *Exterior*
SCOPE OF WORK: *prep and paint*

WE PROPOSE TO FURNISH LABOR AND MATERIALS IN STRICT ACCORDANCE WITH THE PLANS AND SPECIFICATIONS AS FOLLOWS.

EXT. Prep - wash, sand, scrape to remove dust, dirt, loose paint, tighten loose nails, spot prime, mask, cover and drop.

Paint - soffits, fascia, windows, handrail, and misc. areas in color chosen with 2-3 coats 100% acrylic paint plus primer.

Bid includes paint, labor and misc materials.

PRICE: FOR THE TOTAL SUM OF\$ 3890⁰⁰

Thank you for allowing us to bid your project!

CONDITIONS

It is understood and agreed that we shall not be held liable for any loss or damage, personal or otherwise, nor damage or delays occasioned by fire, strikes, or material stolen after delivery upon premises, lockouts, acts of God, or the public enemy, accidents, boycotts, material shortages, disturbed labor conditions, delayed delivery of materials from Seller's suppliers, vicinities involved or otherwise, force majeure, inclement weather, floods, freight emergencies, causes incident to national emergencies, war, or other causes beyond the reasonable control of Seller, whether of like or different character, or other causes beyond his control. Should a dispute arise, Byrns Painting LLC and its members shall not be liable for any attorney fees or costs associated with the dispute which shall be assumed by the buyer. Prices quoted in this contract are based upon present prices and upon condition that the proposal will be accepted within thirty days, also general conditions which are standard for specialty contractors in the construction industry. Upon acceptance of this proposal it is understood that full payment will be paid immediately to Byrns Painting LLC for all work performed and job materials acquired to complete project and be paid in accordance with payment schedule terms as determined by Byrns Painting LLC. Delay in payment will be subject to late fees and/or finance charges at the legal rate allowable or 1% monthly. It is also understood that once job commences, time has been scheduled and reserved for the contracted work and full compensation will be due for this time. It is also understood that commencement of work indicates full acceptance of buyer of this contract in its entirety. If contract is to be terminated, you are required to give at least 30 days notice for projects over \$3,000.00; all others please provide at least five days notice. Price quoted above is given under our contract terms only and will be subject to change if required to sign or adhere to any other contract terms or conditions.

Payment Schedule/Terms:

Payment is due in full immediately upon our completion. Please contact us if you need us to submit invoice prior to job completion for timely payment. As always we will make every attempt to meet your schedule needs and work out any questions you have.

***IMPORTANT!!** So that you may be placed on the schedule please **FAX to 775-777-1965 or MAIL** this proposal with your signature to Byrns Painting LLC. Please note that we can not place your job on the schedule until after receipt of this signed proposal.

Submitted:
NV State Lic #59381
Licensed, Bonded & Insured

BYRNS PAINTING LLC
Les A. Byrns

Accepted (customer):

Customer (sign) _____

Name & Title (print) _____

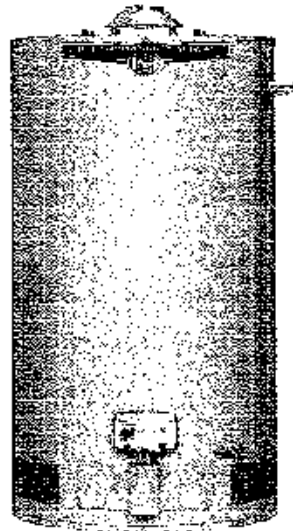
(Customer Legally Authorized to Sign for Project Contract)

Protect Yourself! Only Hire a STATE licensed and properly insured Contractor! (see Nevada law requirements)

LIVE CHAT

Home / Plumbing / Water Heaters / Tank Water

Internet #204697784 Model # XG40T12HE40U0 Store SKU #10



Save to Favorites

Rheem

[View the Collection](#)

Performance Platinum 40 Gal. Tall 12 Year 40,000 BTU Natural Gas Tank Water Heater

4.5 out of 5 stars (1,714)

[Write a Review](#)

\$599⁰⁰

OR

\$100⁰⁰ per month* suggested payments with 6 months* financing on this \$599.00 purchase*.

[Apply for a Home Depot Consumer Card](#)

Nominal Tank Capacity (gallons): **40**

40	50	55
----	----	----

GET EXPERT IN-HOME INSTALLATION

A local pro will take care of the job for you.
What to Expect

[Live Chat](#)

[Live Chat](#)

Quantity - 1 +

Not in Your Store - We'll Ship It There

Available for pickup
March 13 - March 18

We'll send it to Elko for free pickup

[Check Nearby Stores](#)

We'll Deliver It to You

Standard Delivery

Expect it March 11 - March 18

[Delivery Options](#)

Your Fastest Checkout

[Turn on Instant Checkout](#)

We're unable to ship this item to stores in:
GU, PR, UT, VI

We're unable to ship this item to homes in:
AK, GU, HI, PR, UT, VI

Your local store
[Store Details &](#)

[Live Chat](#)

Or buy now with

Easy returns in store and online

Learn about our return policy

Product Overview

Provides ample hot water for households with 2-4 people

CA, UT Residents – see disclaimer below before purchasing

Same-day installation in most areas. Call 1-855-400-2552 by noon.

Model #: XG40T12HE40U0

Sku #: 1000034940

Internet #: 204697784

This 2-pack of Ceramic Block Magnets is perfect to use for crafts. Use to make your own custom magnets. Use in home, office or school.

- California and Utah Residents (Utah Effective 7/1/18): This Water Heater Does Not Meet Ultra LOW NOX (ULN) emissions requirements. Regulations prohibit the sale, shipment or installation of this water heater in any air quality district that requires ULN water heaters, please refer to the maps below to confirm if your home is in a district that requires ULN emission water heaters, and if so please select an approved ULN model
- Delivers 84 Gal. of hot water in the first hour
- 12-year limited warranty on tank and parts for your convenience
- 3-year in home labor warranty for peace of mind
- 0.65 uniform energy factor indicates an energy efficient water heater
- Maintenance free - no filter to clean or replace
- Push button ignition system simplifies the startup process
- Self-diagnostic gas valve monitors system performance
- Designed for easy replacement of your existing water heater
- Rated for installations up to 10,200 ft.
- Call 1-855-400-2552 before noon for same-day service
Installation subject to contractor availability
- Meets 2015 NAECA Standards



Profit & Loss Statement
January 1, 2018 to December 31, 2020

Operating Revenue	
Memberships and Donations	\$9234.68
Fundraisers	\$2248.00
Total Operating Revenue	\$11482.68
Operating Expenses	
Exhibits	\$3549.94
Gross Profit	\$7932.74
Overhead	
Building Repairs/Expenses	\$929.43
Insurance	\$293.46
Office Supplies/Fundraiser Costs	\$1039.54
Total Overhead	\$2262.43
Operating Income	\$5670.31
Other Income (Interest)	
U.S. Bank Checking Account	2.63
Net Earnings	\$5672.94

Project Photographs
Exterior Elevations



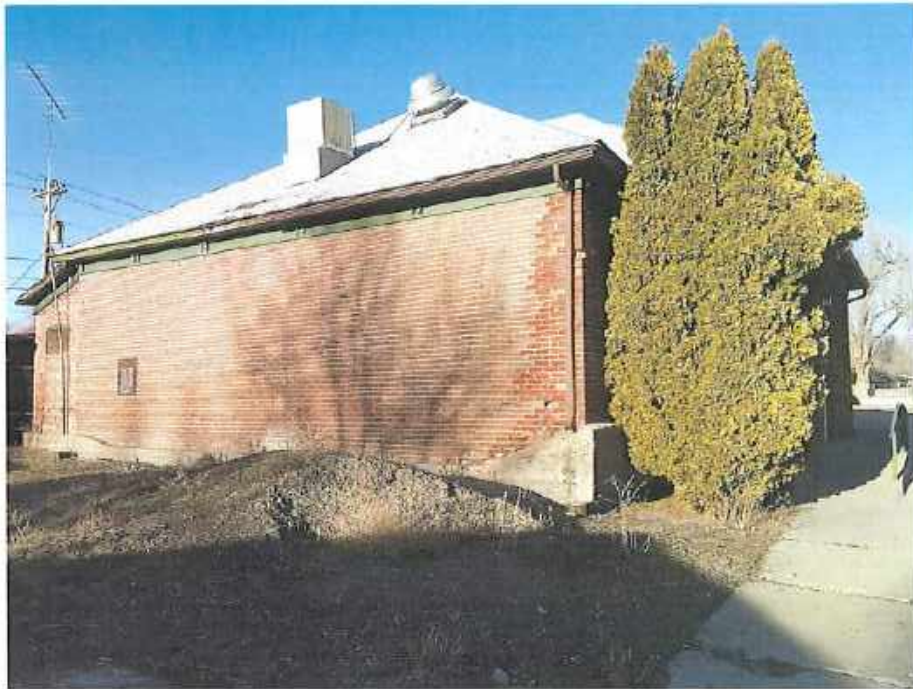
South Side (Front) of Building Facing North



South Side (Front) of Building Facing North



Front of Building Facing West



West Side of Building Facing East



East Side of Building Facing West



East Side of Building Facing North

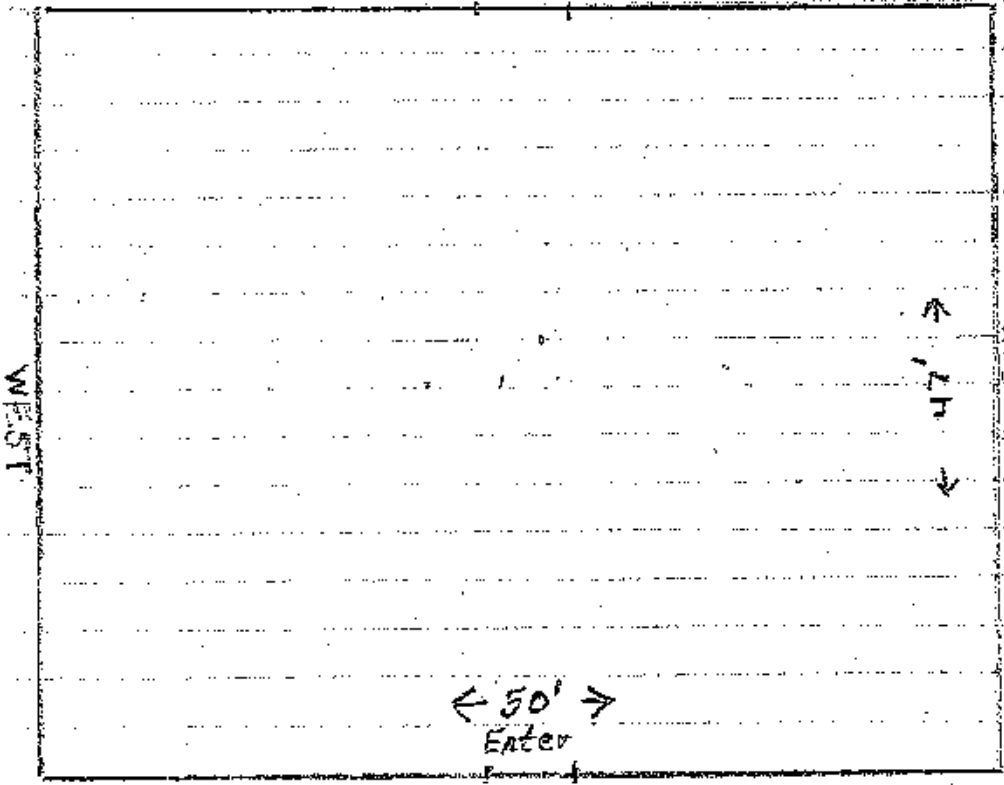


North Side (Rear) of Building Facing West

N

REAR

Exit New side walk



WEST

47' ↑ ↓

New side walk

EAST

← 50' →
Enter

New

3 Steps

New

Existing side walk

FRONT

150'

S

E

Photographs of Major Rooms



Front Entryway Looking East



Entryway from Front Entry into Small Exhibit Room Looking West



Small Exhibit Room Looking North



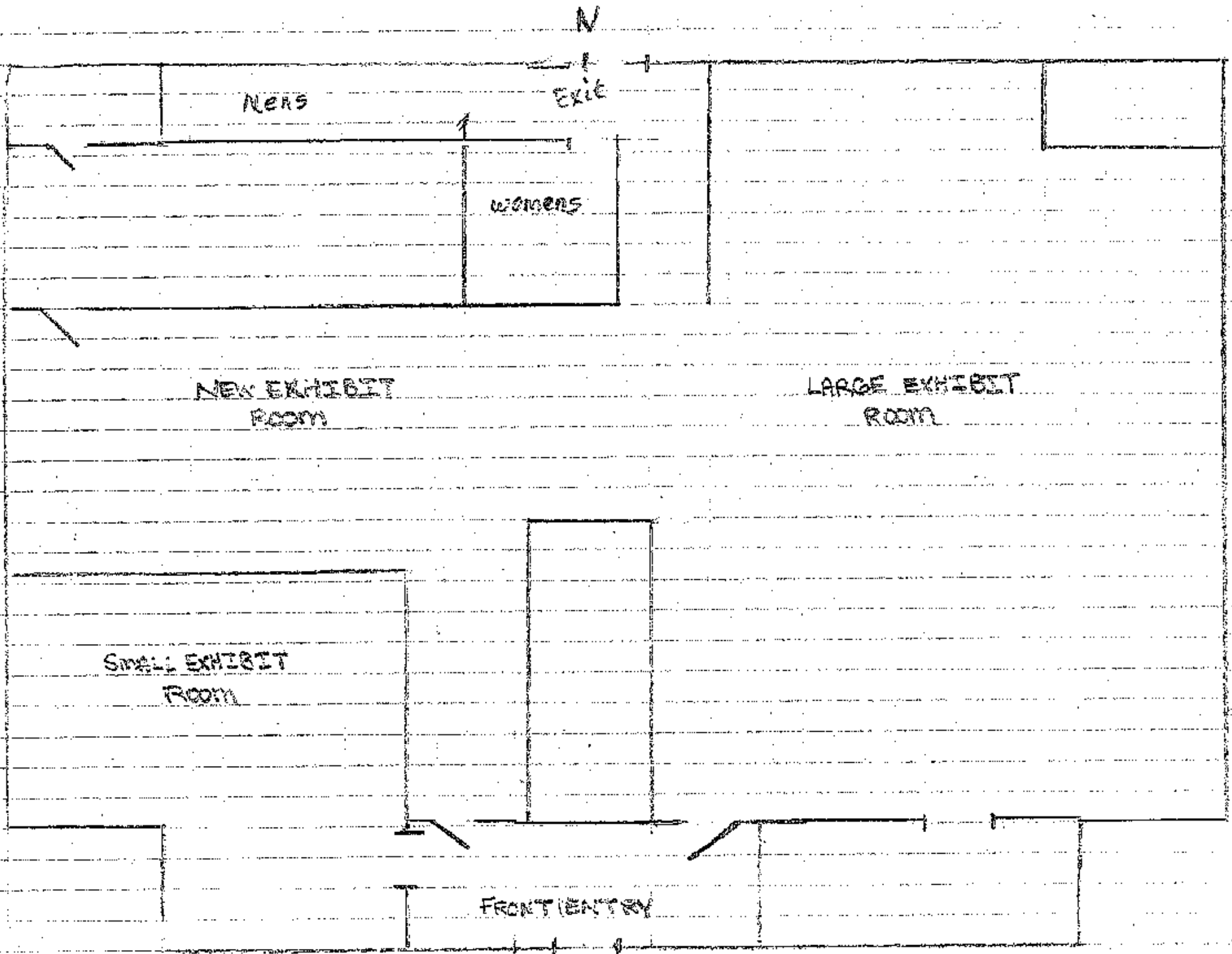
Entryway from Front Entry into Large Exhibit Room Looking North



Large Exhibit Room Facing South



New Exhibit Room (Former Kitchen) Looking West



47'

C 501 Cedar Street

Carlin Historical Society Mission Statement and History

The mission of the Carlin Historical Society is to discover, collect, preserve, research, interpret, disseminate, display, and promote the history of Carlin, Nevada and surrounding areas. The Carlin Historical Society was founded in January 2018 by a group of local citizens who want to help preserve and share the history of Carlin, Nevada. The impetus for the organization's formation was the Sesquicentennial celebration of the town's founding and the demolition of a local historical building called the State Inn. The organization officially incorporated and obtained non-profit status by April 2018. Since its formation, the organization has opened the Carlin Museum in a historical school house and continues to collect, preserve, and share the history of Carlin.

CCCHP Grant Status

The Carlin Historical Society has never applied for nor received a CCCHP or CCA grant. The Carlin Historical Society submitted the required Letter of Intent required to apply for a CCCHP grant in October 2019.

Insurance Policy for the Building



STATE FARM FIRE AND CASUALTY COMPANY
A STOCK COMPANY WITH HOME OFFICES IN BLOOMINGTON, ILLINOIS

DECLARATIONS

3 Ravinia Drive
Atlanta GA 30346-2117

Named Insured

M-24-2315-FA56 F N

CARLIN HISTORICAL SOCIETY
PO BOX 1134
CARLIN NV 89822-1134

Policy Number	98-B8-A641-9	
Policy Period	Effective Date	Expiration Date
12 Months	APR 13 2019	APR 13 2020
The policy period begins and ends at 12:01 am standard time at the premises location.		

Agent and Mailing Address
SHABONYA DUTTON
1794 IDAHO ST
ELKO NV 89801-4026

PHONE: (775) 738-3423

Businessowners Policy

Automatic Renewal - If the policy period is shown as 12 months, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

Entity: NONPROFIT

POLICY PREMIUM \$ 575.00
Minimum Premium

Discounts Applied:
Protective Devices

Prepared
APR 17 2019
CMP-4000

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Continued on Reverse Side of Page

Page 1 of 6

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N 1R

DECLARATIONS (CONTINUED)

Businessowners Policy for CARLIN HISTORICAL SOCIETY
Policy Number 98-B8-A641-9

SECTION I - PROPERTY SCHEDULE

Location Number	Location of Described Premises	Limit of Insurance* Coverage A - Buildings	Limit of Insurance* Coverage B - Business Personal Property	Seasonal Increase - Business Personal Property
001	718 CEDAR ST CARLIN NV 89822	No Coverage	\$ 20,000	25%

* As of the effective date of this policy, the Limit of Insurance as shown includes any increase in the limit due to Inflation Coverage

SECTION I - INFLATION COVERAGE INDEX(ES)

Cov A - Inflation Coverage Index: N/A
Cov B - Consumer Price Index: 252.9

SECTION I - DEDUCTIBLES

Basic Deductible \$1,000

Special Deductibles:

Money and Securities \$250 Equipment Breakdown \$1,000

Other deductibles may apply - refer to policy.

Prepared
APR 17 2019
CMP-4000

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DECLARATIONS (CONTINUED)

Businessowners Policy for **CARLIN HISTORICAL SOCIETY**
 Policy Number **88-B8-A641-9**



SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - EACH DESCRIBED PREMISES

The coverages and corresponding limits shown below apply separately to each described premises shown in these Declarations, unless indicated by "See Schedule." If a coverage does not have a corresponding limit shown below, but has "Included" indicated, please refer to that policy provision for an explanation of that coverage.

0317-0401

COVERAGE	LIMIT OF INSURANCE
Accounts Receivable	
On Premises	\$10,000
Off Premises	\$5,000
Arson Reward	\$5,000
Collapse	Included
Damage To Non-Owned Buildings From Theft, Burglary Or Robbery	Coverage B Limit
Debris Removal	25% of covered loss
Equipment Breakdown	Included
Fire Department Service Charge	\$2,500
Fire Extinguisher Systems Recharge Expense	\$5,000
Forgery Or Alteration	\$10,000
Glass Expenses	Included
Increased Cost Of Construction And Demolition Costs (applies only when buildings are insured on a replacement cost basis)	10%
Money And Securities (Off Premises)	\$2,000
Money And Securities (On Premises)	\$5,000
Money Orders And Counterfeit Money	\$1,000
Newly Acquired Business Personal Property (applies only if this policy provides Coverage B - Business Personal Property)	\$100,000
Newly Acquired Or Constructed Buildings (applies only if this policy provides Coverage A - Buildings)	\$250,000

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 APR 17 2019
 CMP-4000

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DECLARATIONS (CONTINUED)

Businessowners Policy for CARLIN HISTORICAL SOCIETY
Policy Number 98-B6-A641-9

Ordinance Or Law - Equipment Coverage	Included
Outdoor Property	\$5,000
Personal Effects (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500
Personal Property Off Premises	\$15,000
Pollutant Clean Up And Removal	\$10,000
Preservation Of Property	30 Days
Property Of Others (applies only to those premises provided Coverage B - Business Personal Property)	\$2,500
Signs	\$2,500
Valuable Papers And Records	
On Premises	\$10,000
Off Premises	\$5,000
Water Damage, Other Liquids, Powder Or Molten Material Damage	Included

SECTION I - EXTENSIONS OF COVERAGE - LIMIT OF INSURANCE - PER POLICY

The coverages and corresponding limits shown below are the most we will pay regardless of the number of described premises shown in these Declarations.

COVERAGE	LIMIT OF INSURANCE
Loss Of Income And Extra Expense	Actual Loss Sustained - 12 Months

SECTION II - LIABILITY

COVERAGE	LIMIT OF INSURANCE
Coverage L - Business Liability	\$1,000,000

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 APR 17 2019
 CMP-4000

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Continued on Next Page

DECLARATIONS (CONTINUED)

Businessowners Policy for CARLIN HISTORICAL SOCIETY
Policy Number 88-B8-A641-9

Coverage M - Medical Expenses (Any One Person)	\$10,000
Damage To Premises Rented To You	\$300,000

AGGREGATE LIMITS**LIMIT OF INSURANCE**

Products/Completed Operations Aggregate	\$2,000,000
General Aggregate	\$2,000,000

Each paid claim for Liability Coverage reduces the amount of insurance we provide during the applicable annual period. Please refer to Section II - Liability in the Coverage Form and any attached endorsements.

Your policy consists of these Declarations, the BUSINESSOWNERS COVERAGE FORM shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

FORMS AND ENDORSEMENTS

CMP-4100	Businessowners Coverage Form
CMP-4561.1	Policy Endorsement
CMP-4705.2	Loss of Income & Extra Expense
CMP-4228.1	Amendatory Endorsement
FE-6999.2	Terrorism Insurance Cov Notice
CMP-4709	Money and Securities
FE-3650	Actual Cash Value Endorsement
CMP-4804	Addl Insd Club Members
FD-6007	Inland Marine Attach Dec

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 CMP-4000

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Continued on Reverse Side of Page

Page 5 of 6

DECLARATIONS (CONTINUED)

Businessowners Policy for CARLIN HISTORICAL SOCIETY
Policy Number 98-B8-A641-9

This policy is issued by the State Farm Fire and Casualty Company.

Participating Policy

You are entitled to participate in a distribution of the earnings of the company as determined by our Board of Directors in accordance with the Company's Articles of Incorporation, as amended.

In Witness Whereof, the State Farm Fire and Casualty Company has caused this policy to be signed by its President and Secretary at Bloomington, Illinois.

Lynne M. Youell
Secretary

Michael J. Tyson
President

Prepared
APR 17 2019
CMP-4000

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090036 290
N



3 Bavaria Drive
Atlanta GA 30346-2117

Named Insured

M-24-2315-FA56 F N

CARLIN HISTORICAL SOCIETY
PO BOX 1134
CARLIN NV 89822-1134

Policy Number	98-B8-A641-9	
Policy Period	Effective Date	Expiration Date
12 Months	APR 13 2019	APR 13 2020
The policy period begins and ends at 12:01 am standard time at the premises location.		



0617-0401

ATTACHING INLAND MARINE

Automatic Renewal - If the policy period is shown as 12 months, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.

Annual Policy Premium Included

The above Premium Amount is included in the Policy Premium shown on the Declarations.

Your policy consists of these Declarations, the INLAND MARINE CONDITIONS shown below, and any other forms and endorsements that apply, including those shown below as well as those issued subsequent to the issuance of this policy.

Forms, Options, and Endorsements

FE-8743.1 Inland Marine Computer Prop
FE-8739 Inland Marine Conditions

See Reverse for Schedule Page with Limits

Prepared
APR 17 2019
FD-6007

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ATTACHING INLAND MARINE

ENDORSEMENT NUMBER	COVERAGE	LIMIT OF INSURANCE	DEDUCTIBLE AMOUNT	ANNUAL PREMIUM
FE-8743.1	Inland Marine Computer Prop Loss of Income and Extra Expense	\$ 25,000 \$ 25,000	\$ 500	Included Included

OTHER LIMITS AND EXCLUSIONS MAY APPLY - REFER TO YOUR POLICY

Prepared
APR 17 2019
FD-6007

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CMP-4561.1 POLICY ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

1. BUSINESSOWNERS COVERAGE FORM TABLE OF CONTENTS is amended as follows:

- a. The title Electronic Data is changed to Access Or Disclosure Of Confidential Or Personal Information And Data-related Liability.
- b. The title Recording And Distribution Of Material or Information In Violation Of Law is changed to Recording And Distribution Of Material.

2. Paragraph 2.f. Dishonesty under SECTION 1 — EXCLUSIONS is replaced by the following:

f. Dishonesty

- (1) Dishonest or criminal acts by you, anyone else with an interest in the property, or any of your or their partners, "members", officers, "managers", employees, directors, trustees, or authorized representatives, whether acting alone or in collusion with each other or with any other party; or
- (2) Theft by any person to whom you entrust the property for any purpose, whether acting alone or in collusion with any other party.

This exclusion applies whether or not an act occurs during your normal hours of operation.

This exclusion does not apply to acts of destruction by your employees; but theft by your employees is not covered.

With respect to accounts receivable and "valuable papers and records", this exclusion does not apply to carriers for hire.

3. SECTION 1 — EXTENSIONS OF COVERAGE is amended as follows:

- a. Paragraph 4.a.(1) under Collapse is replaced by the following:
 - (1) Collapse means an abrupt falling down or caving in of a building or any part of a building;
- b. Paragraph 5. is replaced by the following:

5. Water Damage, Other Liquids, Powder Or Molten Material Damage

If loss caused by covered water or other liquid, powder, or molten material occurs, we will also pay the cost to tear out and replace only that particular part of the covered building or structure necessary to gain access to the specific point of that system or appliance from which the water or other substance escaped.

We will not pay the cost to repair any defect that caused the loss; but we will pay the cost to repair or replace damaged parts of fire extinguishing equipment if the damage:

- a. Results in discharge of any substance from an automatic fire protection system; or
- b. Is directly caused by freezing.

The amount we pay under this Extension of Coverage will not increase the applicable Limit of Insurance.

c. Paragraph 13. is replaced by the following:

13. Personal Property Off Premises

You may extend the insurance provided by this coverage form to apply to Covered Property, other than "money" and "securities", "valuable papers and records", or accounts receivable, while it is in the course of transit or at another premises. The most we will pay for loss in any one occurrence under this Extension Of Coverage is the Limit Of Insurance for Personal Property Off Premises shown in the Declarations.

The amount we pay under this Extension Of Coverage is an additional amount of insurance.

If the Covered Property is located at another premises you own, lease, operate, or regularly use, the insurance provided under this extension applies

only if the loss occurs within 90 days after the property is first moved.

The Other Insurance Condition contained in **SECTION I AND SECTION II — COMMON POLICY CONDITIONS** does not apply to this Extension Of Coverage. The insurance provided under this Extension Of Coverage is primary and does not contribute with any other insurance.

- d. The following is added to Paragraph 22.e. under **Equipment Breakdown**:

Paragraph 5.b. under Coverage B — Business Personal Property is replaced by:

b. Be your responsibility to maintain or insure according to the terms of your lease or rental agreement.

- e. The following is added:

Business Personal Property In Portable Storage Units

You may extend the insurance provided by this coverage form to apply to Business Personal Property, other than "money" and "securities", "valuable papers and records", or accounts receivable, while temporarily stored in a portable storage unit (including a detached trailer) located within 100 feet of the described premises. The most we will pay for loss under this Extension Of Coverage is \$10,000.

The amount we pay under this Extension Of Coverage will not increase the applicable Limit Of Insurance.

Coverage will end 90 days after Business Personal Property has been placed in the storage unit. Coverage does not apply if the storage unit itself has been in use at the described premises for more than 90 consecutive days, even if the Business Personal Property has been stored there for 90 or fewer days at the time of loss.

4. **SECTION II — LIABILITY** is amended as follows:

- a. **Section II — Exclusions** is amended as follows:

- (1) The following is added to Paragraph 3. **Liquor Liability**:

This exclusion applies even if the claims allege negligence or other wrongdoing in the supervision, hiring,

employment, training, or monitoring of others by an insured, or providing or failing to provide transportation with respect to any person that may be under the influence of alcohol if the "occurrence" which caused the "bodily injury" or "property damage" involved that which is described in Paragraph 3.a.

- (2) Paragraph 8.f. under **Aircraft, Auto Or Watercraft** is replaced by the following:

f. "Bodily injury" or "property damage" arising out of:

- (1) The operation of machinery or equipment that is attached to, or part of, a land vehicle that would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration law where it is licensed or principally garaged;

- (2) The operation of any of the following machinery or equipment:

(a) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and

(b) Air compressors, pumps, and generators, including spraying, welding, building cleaning, geophysical exploration, lighting, and well servicing equipment; or

- (3) The operation of your business from a land vehicle:

(a) While it is parked and functioning, other than "loading and unloading", as a premises for your business operations; and

(b) That would qualify under the definition of "mobile equipment" if it were not subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration



law where it is licensed or principally garaged.

- (3) Paragraphs 17.b. and 17.c. under **Personal And Advertising Injury** are replaced by the following:

- b. Arising out of oral or written publication of material, in any manner, if done by or at the direction of the insured with knowledge of its falsity;
- c. Arising out of oral or written publication of material, in any manner, whose first publication took place before the beginning of the policy period;

- (4) The last paragraph of 17.h. under **Personal And Advertising Injury** is replaced by the following:

For the purposes of this exclusion, the placing of frames, borders or links, or advertising, for you or others anywhere on the Internet, is not by itself, considered the business of advertising, broadcasting, publishing or telecasting;

- (5) Paragraphs 18. **Electronic Data** and 19. **Recording And Distribution Of Material In Violation Of Law** are replaced by the following:

18. Access Or Disclosure Of Confidential Or Personal Information And Data-related Liability

- a. Damages arising out of any access to or disclosure of any person's or organization's confidential or personal information, including patents, trade secrets, processing methods, customer lists, financial information, credit card information, health information, or any other type of nonpublic information; or
- b. Damages arising out of the loss of, loss of use of, damage to, corruption of, inability to access, or inability to manipulate electronic data.

This exclusion applies even if damages are claimed for notification costs, credit monitoring expenses, forensic expenses, public relations expenses, or any other loss, cost or

expense incurred by you or others arising out of that which is described in Paragraph a. or b. above.

As used in this exclusion, electronic data means information, facts, or computer programs stored as or on, created or used on, or transmitted to or from computer software (including systems and applications software), on hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices, or any other repositories of computer software which are used with electronically controlled equipment. The term computer programs, referred to in the foregoing description of electronic data, means a set of related electronic instructions which direct the operations and functions of a computer or device connected to it, which enable the computer or device to receive, process, store, retrieve, or send data.

19. Recording and Distribution of Material

Damages arising directly or indirectly out of any communication, by or on behalf of any insured, that violates or is alleged to violate:

- a. The Telephone Consumer Protection Act (TCPA), CAN-SPAM Act of 2003, Fair Credit Reporting Act (FCRA), or Fair and Accurate Credit Transaction Act (FACTA); including any regulations and any amendment of or addition to such statutes;
- b. Any federal, state or local law, statute, ordinance, or regulation, in addition to Paragraph a. above, that addresses, prohibits or limits the printing, dissemination, disposal, collecting, recording, sending, transmitting, communicating, or distribution of material or information; or
- c. Any other federal, state or local law, statute, ordinance, or regulation that may provide a basis for a separate claim or cause of action arising out of any communication referenced in Paragraphs a. or b. above.

b. Paragraph 1.d.(2) under Coverage M – Medical Expenses is replaced by the following:

(2) Executes authorization to allow us to obtain copies of medical bills, medical records, and any other information we deem necessary to substantiate the claim.

Such authorizations must not:

(a) Restrict us from performing our business functions in:

- i. Obtaining records, bills, information, and data; or
- ii. Using or retaining records, bills, information, and data collected or received by us;

(b) Require us to violate federal or state laws or regulations;

(c) Prevent us from fulfilling our data reporting and data retention obligations to insurance regulators; or

(d) Prevent us from disclosing claim information and data:

- i. To enable performance of our business functions;
- ii. To meet our reporting obligations to insurance regulators;
- iii. To meet our reporting obligations to insurance data consolidators; and

iv. As otherwise permitted by law.

If the holder of the information refuses to provide it to us despite the authorization, then at our request the person making claim or his or her legal representative must obtain the information and promptly provide it to us; and

c. SECTION II — WHO IS AN INSURED is amended as follows:

(1) Paragraph 1.c. does not apply.

(2) Paragraphs 2.b.(1) and (4) are replaced by the following:

(1) "Employees" with respect to "bodily injury" to:

(a) Any co-"employee" arising out of and in the course of the co-"employee's" employment or

while performing duties related to the conduct of your business; or

(b) The spouse, child, parent, brother, or sister of that co-"employee" as a consequence of Paragraph (a) above;

(4) The owner of a "non-owned auto" or any agent of or any person or entity employed by such owner.

d. Paragraph 2.b. under Financial Responsibility Laws of SECTION II — GENERAL CONDITIONS does not apply.

e. SECTION II — DEFINITIONS is amended as follows:

(1) Paragraph 2. is replaced by the following:

2. "Auto" means:

a. A land motor vehicle, trailer, or semitrailer designed for travel on public roads, including any attached machinery or equipment; or

b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration law where it is licensed or principally garaged.

However, "auto" does not include "mobile equipment".

(2) The following is added to Paragraph 15. "mobile equipment":

However, "mobile equipment" does not include land vehicles that are subject to a compulsory or financial responsibility law or other motor vehicle insurance or motor vehicle registration law where they are licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law or motor vehicle registration law are considered "autos".

(3) Paragraphs 18.f. and g. of "personal and advertising injury" are replaced by the following:

f. The use of another's advertising idea in your "advertisement";

- g. Infringing upon another's trade dress or slogan in your "advertisement", or
- h. Infringement of another's copyright, patent, trademark, or trade secret.

f. The following are added to **SECTION I AND SECTION II - COMMON POLICY CONDITIONS:**

Our Rights Regarding Claim Information

- a. We will collect, receive, obtain, use, and retain all the items described in Paragraph **b.(1)** below and use and retain the information described in Paragraph **b.(3)(b)** below, in accordance with applicable federal and state laws and regulations and consistent with the performance of our business functions.
- b. Subject to Paragraph **a.** above, we will not be restricted in or prohibited from:
 - (1) Collecting, receiving, or obtaining records, receipts, invoices, medical bills, medical records, wage information, salary information, employment information, data, and any other information;
 - (2) Using any of the items described in Paragraph **b.(1)** above; or
 - (3) Retaining:
 - (a) Any of the items in Paragraph **b.(1)** above; or
 - (b) Any other information we have in our possession as a result of

our processing, handling, or otherwise resolving claims submitted under this policy.

c. We may disclose any of the items in Paragraph **b.(1)** above and any of the information described in Paragraph **b.(3)(b)** above:

- (1) To enable performance of our business functions;
- (2) To meet our reporting obligations to insurance regulators;
- (3) To meet our reporting obligations to insurance data consolidators;
- (4) To meet other obligations required by law; and
- (5) As otherwise permitted by law.

d. Our rights under Paragraphs **a.**, **b.**, and **c.** above shall not be impaired by any:

- (1) Authorization related to any claim submitted under this policy; or
- (2) Act or omission of an insured or a legal representative acting on an insured's behalf.

Electronic Delivery

With your consent, we may electronically deliver any document or notice, including a notice to renew, nonrenew, or cancel, instead of mailing it or delivering it by other means. Proof of transmission will be sufficient proof of notice.

All other policy provisions apply.

CMP-4561.1

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(CONTINUED)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CMP-4705.2 LOSS OF INCOME AND EXTRA EXPENSE

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

The coverage provided by this endorsement is subject to the provisions of **SECTION 1 — PROPERTY**, except as provided below.

COVERAGES

1. Loss Of Income

- a. We will pay for the actual "Loss Of Income" you sustain due to the necessary "suspension" of your "operations" during the "period of restoration". The "suspension" must be caused by accidental direct physical loss to property at the described premises. The loss must be caused by a Covered Cause Of Loss. With respect to loss to personal property in the open or personal property in a vehicle, the described premises include the area within 100 feet of the site at which the described premises are located.

With respect to the requirements set forth in the preceding paragraph, if you occupy only part of the site at which the described premises are located, then the described premises means:

- (1) The portion of the building which you rent, lease or occupy; and
- (2) Any area within the building or on the site at which the described premises are located, if that area is the only such area that:
 - (a) Services; or
 - (b) Is used to gain access to; the described premises.

- b. We will only pay for "Loss Of Income" that you sustain during the "period of restoration" that occurs after the date of accidental direct physical loss and within the number of consecutive months for Loss Of Income And Extra Expense shown in the Declarations. We will only pay for "ordinary payroll expenses" for 90 days following the date of accidental direct physical loss.

2. Extra Expense

- a. We will pay necessary "Extra Expense" you incur during the "period of restoration" that you would not have incurred if there had been no accidental direct physical loss to property at the described premises. The loss must be caused by a Covered Cause Of Loss. With respect to loss to personal property in the open or personal property in a vehicle, the described premises include the area within 100 feet of the site at which the described premises are located.

With respect to the requirements set forth in the preceding paragraph, if you occupy only part of the site at which the described premises are located, then the described premises means:

- (1) The portion of the building which you rent, lease or occupy; and
 - (2) Any area within the building or on the site at which the described premises are located, if that area is the only such area that:
 - (a) Services; or
 - (b) Is used to gain access to; the described premises.
- b. We will only pay for "Extra Expense" that occurs after the date of accidental direct physical loss and within the number of consecutive months for Loss Of Income And Extra Expense shown in the Declarations.

3. Extended Loss Of Income

- a. If the necessary "suspension" of your "operations" produces a "Loss Of Income" payable under this policy, we will pay for the actual "Loss Of Income" you incur during the period that
- (1) Begins on the date property, except finished stock, is actually repaired, rebuilt or replaced and "operations" are resumed; and

(2) Ends on the earlier of:

- (a) The date you could restore your "operations" with reasonable speed, to the level which would generate the Net Income amount that would have existed if no accidental direct physical loss had occurred; or
- (b) 60 consecutive days after the date determined in Paragraph a.(1) above.

However, Extended Loss Of Income does not apply to "Loss Of Income" incurred as a result of unfavorable business conditions caused by the impact of the Covered Cause Of Loss in the area where the described premises are located.

- b. "Loss Of Income" must be caused by accidental direct physical loss at the described premises caused by any Covered Cause Of Loss.

4. Civil Authority

- a. When a Covered Cause Of Loss causes damage to property other than property at the described premises, we will pay for the actual "Loss Of Income" you sustain and necessary "Extra Expense" caused by action of civil authority that prohibits access to the described premises, provided that both of the following apply:

- (1) Access to the area immediately surrounding the damaged property is prohibited by civil authority as a result of the damage, and the described premises are within that area but are not more than one mile from the damaged property; and
- (2) The action of civil authority is taken in response to dangerous physical conditions resulting from the damage or continuation of the Covered Cause Of Loss that caused the damage, or the action is taken to enable a civil authority to have unimpeded access to the damaged property.

- b. Civil Authority coverage for "Loss Of Income" will begin immediately after the time of the first action of civil authority that prohibits access to the described premises and will apply for a period of up to four consecutive weeks from the date on which such coverage began.

- c. Civil Authority coverage for necessary "Extra Expense" will begin immediately after the time of the first action of civil authority that prohibits access to the described premises and will end:

- (1) Four consecutive weeks after the date of that action; or
 - (2) When your Civil Authority coverage for "Loss Of Income" ends;
- whichever is later.

EXTENSIONS OF COVERAGE**1. Newly Acquired Property**

- a. You may extend the insurance provided by this endorsement to apply to newly acquired or constructed property covered as described in Paragraph 12. of SECTION I — EXTENSIONS OF COVERAGE of your policy.
- b. The most we will pay in any one occurrence under this coverage for "Loss Of Income" and necessary "Extra Expense" is the actual loss you sustain.

2. Interruption Of Web Site Operations

- a. You may extend the insurance provided by this endorsement to apply to the necessary interruption of your business. The interruption must be caused by an accidental direct physical loss to your Web Site Operations at the premises of a vendor acting as your service provider.

Such interruption must be caused by a Covered Cause Of Loss other than a loss covered under Equipment Breakdown Extension Of Coverage of your Businessowners Coverage Form.

(1) Coverage Time Period

We will only pay for loss you sustain during the seven-day period immediately following the first 12 hours after the Covered Cause Of Loss.

(2) Conditions

- (a) This coverage applies only if you have a back-up copy of your Web Site stored at a location other than the site of the Web Site vendor and to the extent "Loss Of Income" is permanently lost.

- (b) Notwithstanding any provision to the contrary, the coverage provided under this Interruption Of Web Site

Operations Extension Of Coverage is primary to any LOSS OF INCOME AND EXTRA EXPENSE coverage provided by the Inland Marine Computer Property Form.

- b. The most we will pay in any one occurrence under this coverage is \$10,000.

3. Off Premises - Loss Of Income

- a. You may extend the insurance provided by this endorsement to apply to the necessary "suspension" of your business. The "suspension" must be caused by an accidental direct physical loss to Covered Property while it is in the course of transit or at another premises.

If the Covered Property is located at another premises you own, lease, operate, or regularly use, the insurance provided under this extension applies only if the loss occurs within 90 days after the property is first moved.

We will only pay for loss you sustain during the period beginning immediately after the time of accidental direct physical loss caused by any Covered Cause Of Loss and ending when the property should be repaired, rebuilt or replaced with reasonable speed and similar quality.

- b. The most we will pay in any one occurrence under this coverage is \$20,000.

EXCLUSIONS

We will not pay for:

- 1. Any "Extra Expense", or increase of "Loss Of Income", caused by:
 - a. Delay in rebuilding, repairing or replacing the property or resuming "operations", due to interference at the location of the rebuilding, repair or replacement by strikers, picketers, or any others charged with rebuilding, repairing, or replacing property; or
 - b. Suspension, lapse or cancellation of any license, lease or contract. But if the suspension, lapse or cancellation is directly caused by the "suspension" of your "operations", we will cover such loss that affects your "Loss Of Income" during the "period of restoration".
- 2. Any other consequential loss.

CONDITION

Resumption Of Operations

We will reduce the amount of your:

- 1. "Loss Of Income", other than "Extra Expense", to the extent you can resume your "operations", in whole or in part, by using damaged or undamaged property (including merchandise or stock) at the described premises or elsewhere.
- 2. "Extra Expense" loss to the extent you can return "operations" to normal and discontinue such "Extra Expense".

DEDUCTIBLE

No deductible applies to the coverage provisions provided in this "Loss Of Income" endorsement.

However, for any loss covered under Paragraph 22.b.(4) of the Equipment Breakdown Extension Of Coverage of your policy, the Special Deductible for Equipment Breakdown will apply to this "Loss Of Income".

DEFINITIONS

- 1. "Extra Expense" means expense incurred:
 - a. To avoid or minimize the "suspension" of business and to continue "operations":
 - (1) At the described premises; or
 - (2) At replacement premises or at temporary locations, including relocation expenses, and costs to equip and operate the replacement or temporary locations;
 - b. To minimize the "suspension" of business if you cannot continue "operations"; or
 - c. To:
 - (1) Repair or replace any property; or
 - (2) Research, replace or restore the lost information on damaged "valuable papers and records"

to the extent it reduces the amount of loss that otherwise would have been payable under this coverage or "Loss Of Income" coverage.

- 2. "Loss Of Income" means the sum of the amounts as described in a. and b. below:
 - a. Net Income (net profit or loss before income taxes) that would have been earned or incurred if no accidental direct physical loss had occurred, including:
 - (1) "Rental value";

- (2) "Maintenance fees", if you are a condominium association or other similar community association;
- (3) Total receipts and contributions (less operating expenses) normally received during the period of disruption of operations; and
- (4) Tuition and fees from students, including fees from room, board, laboratories and other similar sources.

Net income does not include any Net Income that would likely have been earned as a result of an increase in the volume of business due to favorable business conditions caused by the impact of the Covered Cause Of Loss on customers or on other businesses.

- b. Continuing normal operating expenses incurred, including "ordinary payroll expenses".
3. "Maintenance fees" means the regular payment made to you by unit-owners and used to service the common property.
 4. "Operations" means your business activities occurring at the described premises.
 5. "Ordinary payroll expenses":
 - a. Mean payroll expenses for all your employees except:
 - (1) Officers;
 - (2) Executives;
 - (3) Department Managers; and
 - (4) Employees under contract.
 - b. Include:
 - (1) Payroll;
 - (2) Employee benefits, if directly related to payroll;
 - (3) FICA payments you pay;
 - (4) Union dues you pay; and
 - (5) Workers' compensation premiums.
 8. "Period of restoration":
 - a. Means the period of time that:

- (1) Begins immediately after the time of accidental direct physical loss caused by any Covered Cause Of Loss at the described premises; and

- (2) Ends on the earlier of:

- (a) The date when the property at the described premises should be repaired, rebuilt or replaced with reasonable speed and similar quality; or
- (b) The date when business is resumed at a new permanent location.

- b. Does not include any increased period required due to the enforcement of any ordinance or law that:

- (1) Regulates the construction, use or repair, or requires the tearing down of any property; or
- (2) Requires any insured or others to test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to or assess the effects of "pollutants".

The expiration date of this policy will not cut short the "period of restoration".

7. "Rental value" means:

- a. The total anticipated rental income from tenant occupancy of the premises described in the Declarations as furnished and equipped by you;
- b. The amount of all charges which are the legal obligation of the tenant(s) and which would otherwise be your obligations; and
- c. The fair rental value of any portion of the described premises which is occupied by you.

8. "Suspension" means:

- a. The partial slowdown or complete cessation of your business activities; or
- b. That a part or all of the described premises is rendered untenable, if coverage for "Loss Of Income" applies.

All other policy provisions apply.

CMP-4705.2

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(CONTINUED)

FE-8743.1 INLAND MARINE COMPUTER PROPERTY FORM

INSURING AGREEMENT

We will pay for accidental direct physical loss to:

1. "Computer equipment", used in your business operations, that you own, lease from others, rent from others, or that is loaned to you. However, we do not insure "computer equipment" used to operate or control vehicles.
2. Removable data storage media used in your business operations to store "electronic data".

We do not insure property you lease to others or rent to others.

We do not insure "computer programs" or "electronic data" except as provided in the Computer Programs And Electronic Data Extension Of Coverage.

LIMIT OF INSURANCE

We will pay for all covered loss up to the limits shown on the Schedule Page.

DEDUCTIBLE

The deductible amount shown on the Schedule Page will only apply to the property covered under this form. This amount will be deducted from the amount of any loss under this coverage.

EXCLUSIONS

1. We do not insure under any coverage for any loss to any property while in transit as checked baggage on a commercial airline;
2. We do not insure for loss either consisting of, or caused by, one or more of the following:
 - a. Errors and omissions in programming. However, we do insure for any resulting loss unless the resulting loss itself is excluded;
 - b. Faulty, inadequate, unsound or defective design, specifications, workmanship, or repair. However, we do insure for any resulting loss unless the resulting loss itself is excluded;
 - c. Wear, tear, marring, scratching, rust, corrosion or deterioration. However, we do insure for any resulting loss unless the resulting loss itself is excluded;
 - d. Property that is missing, where the only evidence of the loss is a shortage disclosed on taking inventory, or other instances

where there is no physical evidence to show what happened to the property;

- e. Any dishonest or criminal act occurring at any time by you, any of your partners, employees, directors, or trustees;
 - f. Hidden or latent defect or any quality in property that causes it to damage or destroy itself. However, we do insure for any resulting loss unless the resulting loss itself is excluded; or
 - g. Obsolescence;
3. We do not insure under any coverage for any loss which would not have occurred in the absence of one or more of the following excluded events. We do not insure for such loss regardless of: (a) the cause of the excluded event; or (b) other causes of the loss; or (c) whether other causes acted concurrently or in any sequence with the excluded event to produce the loss; or (d) whether the event occurs suddenly or gradually, involves isolated or widespread damage, arises from natural or external forces, or occurs as a result of any combination of these:
 - a. Fungi
Growth, proliferation, spread or presence of "fungi", including:
 - (1) Any loss of use or delay in repairing or replacing covered property, including any associated cost or expense, due to interference at the location of the covered property or at the location of the repair or replacement of that property by "fungi";
 - (2) Any remediation of "fungi", including the cost or expense to:
 - (a) Remove the "fungi" from covered property or to repair, restore or replace that property;
 - (b) Take apart and repair any property as needed to gain access to the "fungi";
 - (c) Contain, treat, detoxify, neutralize or dispose of or in any way respond to or assess the effects of the "fungi"; or



(d) Remove any property to protect it from the presence of or exposure to "fungi"; and

(3) The cost of any testing or monitoring of air or property to confirm the type, absence, presence or level of "fungi", whether performed prior to, during, or after removal, repair, restoration or replacement of covered property.

b. Governmental Action

Seizure or destruction of property by order of governmental authority.

But we will pay for acts of destruction ordered by governmental authority and taken at the time of a fire to prevent its spread.

c. Nuclear Hazard

Nuclear reaction or radiation, or radioactive contamination. Loss caused by the nuclear hazard will not be considered loss caused by fire, explosion or smoke.

But if nuclear reaction or radiation, or radioactive contamination results in fire, we will pay for the loss caused by that fire.

d. War And Military Action

- (1) War, including undeclared or civil war;
- (2) Warlike action by a military force, including action in hindering or defending against an actual or expected attack by any government, sovereign or other authority using military personnel or other agents; or
- (3) Insurrection, rebellion, revolution, usurped power or action taken by governmental authority in hindering or defending against any of these.

EXTENSIONS OF COVERAGE

1. Computer Programs And Electronic Data

a. We will pay for accidental direct loss to:

- (1) The following types of "computer programs" and "electronic data" that you own, license from others, lease from others, or rent from others:
 - (a) "Computer programs" used in your business operations; or
 - (b) The "electronic data" that exists in "computer" memory or on "computer" storage media, used in your business operations.
- (2) That portion of your customers' "electronic data" that is supplied to you for

processing or other use in your business operations. Coverage for customers' "electronic data" is limited to the specific data file(s) containing the information you are processing or using in your business operations.

We do not cover any property you lease to others, rent to others or license to others. We do not cover "computer equipment" or removable data storage media under this Extension Of Coverage. This coverage extension is included in the Limit Of Insurance shown on the Schedule Page.

Loss does not include any consequential loss except as may be provided in the optional Loss Of Income And Extra Expense coverage.

b. All items under the EXCLUSIONS section of this form apply to this Extension Of Coverage except:

- (1) Item a. in Paragraph 2. does not apply to:
 - (a) "Computer programs" other than the program in which the error or omission in programming occurs; and
 - (b) "Electronic data"; covered under this extension;
- (2) Item b. in Paragraph 2. does not apply to "electronic data" covered under this extension; and
- (3) Items c. and d. in Paragraph 2. do not apply to "computer programs" and "electronic data" covered under this extension.

c. We do not provide coverage for loss to, or loss of value resulting from infringement of, your intellectual property rights.

2. Fire Protection Devices

We will cover your expense, for up to \$25,000, to recharge or refill any fire protection devices which have been discharged to protect the covered property.

The amount we pay under this Extension Of Coverage is an additional amount of insurance and is not subject to a deductible.

3. Debris Removal

We will cover your expense to remove the debris of covered property, caused by Covered Cause Of Loss.

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The amount we pay under this Extension Of Coverage will not increase the applicable Limit Of Insurance.

SPECIAL CONDITIONS

1. Valuation

We agree all losses to:

- a. "Computer equipment" will be determined based on the cost to repair or replace with that of similar performance, capacity or function.
- b. Removable data storage media will be determined based on the cost to repair or replace that media with blank media of similar performance, capacity or function.
- c. "Computer programs":
 - (1) That are commercial off-the-shelf will be determined based on the cost to repair or replace with that of similar performance, capacity or function; or
 - (2) That are not commercial off-the-shelf will be determined based on the cost of reproducing the programs if they are reproduced. If not reproduced, loss will be determined based on the cost of blank, readily available, removable data storage media, such as blank discs, with suitable capacity to store the programs.
- d. "Electronic data" will be determined based on the cost of reproducing the data, if it is reproduced. If not reproduced, loss will be determined based on the cost of blank, readily available, removable data storage media, such as blank discs, with suitable capacity to store the data.

2. One Loss

If an initial loss causes other losses, all will be considered one loss. All losses that are the result of the same event will be considered one loss.

OPTIONAL COVERAGE – LOSS OF INCOME AND EXTRA EXPENSE

1. If a limit is shown on the Inland Marine Schedule Page for Loss Of Income And Extra Expense, coverage under this form is provided, subject to that limit, for the following:
 - a. The actual "Loss Of Income" you sustain due to the necessary "suspension" of your operations during the "period of restoration". The "suspension" must be caused by damage or destruction to property covered

under this form, by a Covered Cause Of Loss; and

- b. Any necessary "extra expense" you incur during the "period of restoration" that you would not have incurred if there had been no damage or destruction to property covered under this form, by a Covered Cause Of Loss.

We will only pay for "Loss Of Income" or "extra expense" that you sustain during the "period of restoration" that occurs within 12 consecutive months after the date of loss. We will only pay for "ordinary payroll expenses" for 90 days following the date of loss.

2. We will not pay for:

- a. Any "extra expense" or increase of "Loss Of Income" caused by suspension, lapse or cancellation of any license, lease or contract. But if the suspension, lapse or cancellation is directly caused by the "suspension" of your operations, we will cover such loss that affects your "Loss Of Income" during the "period of restoration";
- b. Any "extra expense" caused by suspension, lapse or cancellation of any license, lease or contract beyond the "period of restoration";
- c. Any other consequential loss; or
- d. Loss caused by seizure or destruction of property by order of governmental authority. But we will pay for acts of destruction ordered by governmental authority and taken at the time of a fire to prevent its spread.

DEFINITIONS

1. "Computer" means:
 - a. Programmable electronic equipment that is used to store, retrieve and process data, and
 - b. Associated peripheral equipment that provides communication, including input and output functions such as printing and auxiliary functions such as data transmission."Computer" does not include those used to operate production type machinery or equipment.
2. "Computer equipment" means "computers", "computer" cables and wiring not attached to or forming a part of a building, and equipment manuals. "Computer equipment" does not mean other types of devices with internal computing capability, such as intelligent devices that contain an embedded chip or some other form of logic circuitry, or the computing components in those devices.

3. "Computer programs" means a set of related electronic instructions which direct the operations and functions of a "computer" or device connected to it, which enable the "computer" or device to receive, process, store, retrieve or send data.
4. "Electronic data" means information, facts or "computer programs" stored as or on, created or used on, or transmitted to or from "computer" software (including systems and applications software), on hard or floppy disks, CD-ROMs, tapes, drives, cells, data processing devices or any other repositories of "computer" software which are used with electronically controlled equipment.
5. "Extra expense" means expense incurred:
- To avoid or minimize the "suspension" of business and to continue operations.
 - To minimize the "suspension" of business if you cannot continue operations.
 - To repair or replace any property to the extent it reduces the amount of loss that would otherwise have been payable under this coverage or "Loss Of Income" coverage.
6. "Fungi" means any type or form of fungus, including mold or mildew, and any mycotoxins, spores, scents or byproducts produced or released by fungus.
7. "Loss Of Income" means the sum of the amounts as described in a. and b. below:
- Net income (net profit or loss before income taxes) that would have been earned or incurred if no accidental direct loss had occurred, including:
 - "Rental value";
 - "Maintenance fees", if you are a condominium association or other similar community association;
 - Total receipts and contributions (less operating expenses) normally received during the period of disruption of operations; and
 - Tuition and fees from students, including fees from room, board, laboratories and other similar sources.
 - Continuing normal operating expenses incurred, including "ordinary payroll expenses".
- Net income does not include any net income that would likely have been earned as a result of an increase in the volume of business due to favorable business conditions caused by the impact of the Covered Cause Of Loss on customers or on other businesses.
8. "Maintenance fees" means the regular payment made to you by unit-owners and used to service the common property.
9. "Ordinary payroll expenses":
- Mean payroll expenses for all your employees except:
 - Officers;
 - Executives;
 - Department Managers; and
 - Employees under contract;
 - Include:
 - Payroll;
 - Employee benefits, if directly related to payroll;
 - FICA payments you pay;
 - Union dues you pay; and
 - Workers' compensation premiums.
10. "Period of restoration" means the period of time that:
- Begins immediately after the time of loss to property covered by this form; and
 - Ends on the date when the property covered by this form should be repaired, rebuilt, restored or replaced with reasonable speed and similar quality.
- The expiration date of this policy will not cut short the "period of restoration".
11. "Rental value" means:
- The total anticipated rental income from tenant occupancy of the premises described in the Declarations as furnished and equipped by you;
 - The amount of all charges which are the legal obligation of the tenant(s) and which would otherwise be your obligations; and
 - The fair rental value of any portion of the described premises which is occupied by you.
12. "Suspension" means the partial slowdown or complete cessation of your business activities.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CMP-4228.1 AMENDATORY ENDORSEMENT (Nevada)

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

1. When used in this Coverage Form or in any endorsement attached to this Coverage Form:

- a. The term "spouse" is replaced with "spouse or individual who is in a domestic partnership recognized under Nevada law"; and
- b. "Relative" means any person related by blood, adoption, marriage, or a registered domestic partnership recognized under Nevada law.

2. **SECTION I AND SECTION II — COMMON POLICY CONDITIONS** is amended as follows:

Paragraph 8. is replaced by the following:

8. Premiums

- a. The first Named Insured shown in the Declarations:
 - (1) Is responsible for the payment of all premiums; and
 - (2) Will be the payee for any return premiums we pay.
- b. The premium shown in the Declarations was computed based on rates in effect at the time the policy was issued. On each renewal, continuation or anniversary of the effective date of this policy, we will compute the premium in accordance with our rates and rules then in effect.
- c. Unless otherwise provided by an alternative payment plan in effect with "State Farm Companies", you may continue this policy in force by paying a continuation premium for each successive one-year period. The premium must be:
 - (1) Paid to us prior to the anniversary date; and
 - (2) Determined in accordance with Paragraph b. above.Our forms then in effect will apply.
- d. Undeclared exposures or change in your business operation, acquisition or use of premises may occur during the

policy period that are not shown in the Declarations. If so, we may require an additional premium. That premium will be determined in accordance with our rates and rules then in effect.

When you request changes to this policy, or the information or factors used to calculate the premium for this policy changes during the policy period, we may adjust the premium in accordance with the change during the policy period and you must pay any additional premium due within the time we specify.

e. The premium for this policy may vary based upon:

- (1) The purchase of other insurance from the "State Farm Companies";
- (2) The purchase of products or services from an organization that has entered into an agreement or contract with the "State Farm Companies". The "State Farm Companies" do not warrant the merchantability, fitness, or quality of any product or service offered or provided by that organization; or
- (3) An agreement, concerning the insurance provided by this policy, that the "State Farm Companies" has with an organization in which you have a membership, or of which you are a subscriber, licensee, or franchisee.

f. Your purchase of this policy may allow:

- (1) You to purchase or obtain certain coverages, coverage options, coverage deductibles, coverage limits, or coverage terms on other products from the "State Farm Companies", subject to their applicable eligibility rules; or
- (2) The premium or price for other products or services purchased by you, including non-insurance products or services, to vary. Such

other products or services must be provided by the "State Farm Companies" or by an organization that has entered into an agreement or contract with the "State Farm Companies". The "State Farm Companies" do not warrant the merchantability, fitness or quality of any product or service offered or provided by that organization.

3. The following is added to **SECTION I AND SECTION II - COMMON POLICY CONDITIONS:**

Cancellation

a. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us advance written notice of cancellation.

b. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:

(1) 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or

(2) 30 days before the effective date of cancellation if we cancel for any other allowable reason.

c. If this policy has been in effect for 70 days or more, or is a renewal of a policy we issued, we may cancel this policy only for one or more of the following allowable reasons:

(1) Nonpayment of premium;

(2) Conviction of the insured of a crime arising out of acts increasing the hazard insured against;

(3) Discovery of fraud or material misrepresentation in obtaining the policy or in presenting a claim thereunder;

(4) Discovery of an act or omission or a violation of any condition of the policy which occurred after the first effective date of the current policy, and substantially and materially increases the hazard insured against;

(5) A material change in the nature or extent of the risk, occurring after the first effective date of the current policy,

which causes the risk of loss to be substantially and materially increased beyond that contemplated at the time the policy was issued or last renewed;

(6) A determination by the commissioner that continuation of our present volume of premiums would jeopardize our solvency or be hazardous to the interests of our policyholders, creditors or the public;

(7) A determination by the commissioner that the continuation of the policy would violate, or place us in violation of, any provision of the code.

d. Notice of cancellation will state the specific reason for and the effective date of cancellation. The policy period will end on that date.

e. We will mail or deliver our notice of cancellation to the first Named Insured's last mailing address known to us. If notice is mailed, proof of mailing will be sufficient proof of notice.

We will also provide a copy of any notice of cancellation to the agent who wrote the policy, if known to us.

f. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.

g. If this policy insured more than one Named Insured:

(1) The first Named Insured may affect cancellation for the account of all insureds; and

(2) Our notice of cancellation to the first Named Insured is notice to all insureds. Payment of unearned premium to the first Named Insured is for the account of all interests therein.

When We Do Not Renew

a. If we decide not to renew this policy, we will mail or deliver to the first Named Insured shown in the Declarations a notice of our intention not to renew at least 60 days before the agreed expiration date.

b. Notice of nonrenewal will be mailed or delivered to the first Named Insured at the last mailing address known to us. If notice is mailed, proof of mailing will be sufficient proof of notice. Our notice of nonrenewal will state the specific reason for and the effective date of nonrenewal. The policy period will end on that date.

- c. We need not provide this notice if:
 - (1) You have accepted replacement coverage;
 - (2) You have requested or agreed to non-renewal; or
 - (3) This policy is expressly designated as nonrenewable.

All other policy provisions apply.

CMP-4228.1

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FE-6999.2
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In accordance with the Terrorism Risk Insurance Act of 2002 as amended and extended by the Terrorism Risk Insurance Program Reauthorization Act of 2015, this disclosure is part of your policy.

FE-6999.2 POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

Coverage for acts of terrorism is not excluded from your current policy. However your policy does contain other exclusions which may be applicable, such as an exclusion for nuclear hazard. You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2015, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act that is certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Under this policy, any covered losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended. Under the formula, the United States Government generally reimburses 85% through 2015; 84% beginning on January 1, 2016; 83% beginning on

January 1, 2017; 82% beginning on January 1, 2018; 81% beginning on January 1, 2019; and 80% beginning on January 1, 2020 of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

There is no separate premium charged to cover insured losses caused by terrorism. Your insurance policy establishes the coverage that exists for insured losses. This notice does not expand coverage beyond that described in your policy.

THIS IS YOUR NOTIFICATION THAT UNDER THE TERRORISM RISK INSURANCE ACT, AS AMENDED, ANY LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM UNDER YOUR POLICY MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT AND MAY BE SUBJECT TO A \$100 BILLION CAP THAT MAY REDUCE YOUR COVERAGE.

FE-6999.2

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FE-8739 INLAND MARINE CONDITIONS

Coverage in the Inland Marine Form is primary to any coverage provided in the policy this Form is attached to, for the same property.

The following Conditions also apply:

1. **Agreement.** We agree to provide the insurance described in this policy. You agree to pay premiums when due and comply with the provisions of this policy.
2. **Definitions.** Throughout this policy, the words "you" and "your" refer to the Named Insured and any other person or organization qualifying as a Named Insured under this policy. The words "we", "us" and "our" refer to the Company providing this insurance.
3. **Valuation.** The value of covered property will be determined based on the provisions in the applicable coverage form attached.
4. **Loss Payment.** In the event of loss covered by this policy:
 - a. We will give notice, within 30 days after we receive the sworn statement of loss, of our intent to settle the loss according to one of the following methods:
 - (1) Pay the value of lost or damaged property as determined in the Valuation Condition shown in the applicable coverage form;
 - (2) Pay the cost of replacing or repairing the lost or damaged property, plus any reduction in value of repaired items;
 - (3) Take all or any part of the property at an agreed or appraised value; or
 - (4) Repair, rebuild or replace the property with other property of like kind and quality;
 - b. We will not pay you more than your financial interest in the covered property;
 - c. We may adjust losses with the owners of lost or damaged property if other than you. If we pay the owners, such payments will satisfy your claims against us for the owners' property. We will not pay the owners more than their financial interest in the covered property;
 - d. We may elect to defend you, at our expense, against suits arising from claims of owners of property;
 - e. We will pay for covered loss within 30 days after we receive the sworn statement of loss, if:
 - (1) You have complied with all of the terms of this policy; and
 - (2) We have reached agreement with you on the amount of loss or an appraisal award has been made.
5. **Duties in the Event of Loss.** You must see that the following are done in the event of loss to covered property:
 - a. Notify the police if a law may have been broken;
 - b. Give us prompt notice of the loss. Include a description of the lost or damaged property in the notice;
 - c. As soon as possible, give us a description of how, when and where the loss occurred;
 - d. Take all reasonable steps to protect the covered property from further damage by an insured loss. If feasible, set the damaged property aside and in the best possible order for examination. Also keep a record of your emergency and temporary repair expenses for consideration in the settlement of the claim. This will not increase the limit of insurance;
 - e. At our request, give us complete inventories of the damaged and undamaged property. Include quantities, costs, values and amount of loss claimed;
 - f. Permit us to inspect the property and records proving the loss;
 - g. If requested, permit us to question you under oath at such times as may be reasonably required about any matter relating to this insurance or your claim, including your books and records. In such event, your answers must be signed;
 - h. Send us a signed, sworn statement of loss containing the information we request to settle the claim. You must do this within 60 days after our request. We will supply you with the necessary forms;
 - i. Cooperate with us in the investigation or settlement of the claim;



- j. Resume all or part of your business activities at the described premises as quickly as possible.
6. **Appraisal.** If you and we disagree on the value of the property or the amount of loss, either may make written demand for an appraisal of the loss. In this event, each party will select a competent and impartial appraiser. Each party will notify the other of the selected appraiser's identity within 20 days after receipt of the written demand for an appraisal. The two appraisers will select an umpire. If the appraisers cannot agree upon an umpire within 15 days, either may request that selection be made by a judge of a court having jurisdiction. The appraisers will state separately the value of the property and amount of loss. If they fail to agree, they will submit their differences to the umpire. A decision agreed to by any two will be binding. Each party will:
- Pay its chosen appraiser; and
 - Bear the other expenses of the appraisal and umpire equally.
- If we submit to an appraisal, we will still retain our right to deny the claim.
7. **Abandonment.** There can be no abandonment of any property to us.
8. **Legal Action Against Us.** No one may bring legal action against us under this insurance unless:
- There has been full compliance with all of the terms of this insurance; and
 - The action is brought within two years after the date on which the accidental direct physical loss occurred. But if the law of the state in which this policy is issued allows more than two years to bring legal action against us, that longer period of time will apply.
9. **Recovered Property.** If either you or we recover any property after loss settlement, that party must give the other prompt notice. At your option, the property will be returned to you. You must then return to us the amount we paid to you for the property. We will pay recovery expenses and the expenses to repair the recovered property subject to the limit of insurance.
10. **No Benefit to Bailee.** No person or organization, other than you, having custody of covered property will benefit from this insurance.
11. **Knowledge or Control.** We will not pay for loss while the chance of loss is increased by any means within your knowledge or control.
12. **Policy Period, Coverage Territory.** We cover loss commencing during the policy period and within or between the coverage territory. The coverage territory is the United States of America (including its territories and possessions), Puerto Rico and Canada.
13. **Changes**
- This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.
 - We may change the Named Insured's policy address as shown in the Declarations and in our records to the most recent address provided to us by:
 - You; or
 - The United States Postal Service.
14. **Concealment, Misrepresentation or Fraud.** This policy is void in any case of fraud by you as it relates to the policy at any time. It is also void if you or any other insured intentionally conceal or misrepresent a material fact concerning:
- This policy;
 - The covered property;
 - Your interest in the covered property; or
 - A claim under this policy.
15. **Examination of Your Books and Records.** We may examine and audit your books and records as they relate to this policy at any time during the policy period and up to three years afterward.
16. **Inspections and Surveys**
- We have the right to:
 - Make inspections and surveys at any time;
 - Give you reports on the conditions we find; and
 - Recommend changes.

- b. We are not obligated to make any inspections, surveys, reports or recommendations and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. And we do not warrant that conditions:

- (1) Are safe and healthful; or
- (2) Comply with laws, regulations, codes or standards.

- c. Paragraphs a. and b. of this condition apply not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations.

17. Liberalization. If we adopt any revision that would broaden the coverage under this policy without additional premium within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this policy.

18. Other Insurance. If loss covered by this policy is also covered by other insurance written in your name, we will not pay for a greater proportion of the covered loss than this policy's Limit of Insurance bears to the total amount of insurance covering such loss.

19. Premiums

- a. The first Named Insured shown in the Declarations:

- (1) Is responsible for the payment of all premiums; and
- (2) Will be the payee for any return premiums we pay.

- b. The premium shown in the Declarations was computed based on rates in effect at the time the policy was issued. On each renewal, continuation or anniversary of the effective date of this policy, we will compute the premium in accordance with our rates and rules then in effect.

- c. You may continue this policy in force by paying a continuation premium for each successive one-year period. The premium must be:

- (1) Paid to us prior to the anniversary date; and
- (2) Determined in accordance with Paragraph b. above.

Our forms then in effect will apply. If you do not pay the continuation premium, this policy will expire on the first anniversary date that we have not received the premium.

- d. Undeclared exposures, acquisition, or change in your business operation may occur during the policy period that are not shown in the Declarations. If so, we may require an additional premium. That premium will be determined in accordance with our rates and rules then in effect.

20. Transfer of Rights of Recovery Against Others to Us. If any person or organization to or for whom we make payment under this policy has rights to recover damages from another, those rights are transferred to us to the extent of our payment. That person or organization must do everything necessary to secure our rights and must do nothing after loss to impair them. But you may waive your rights against another party in writing:

- a. Prior to a loss to your Covered Property.
- b. After a loss to your Covered Property only if, at time of loss, that party is one of the following:

- (1) Someone insured by this insurance;
- (2) A business firm:
 - (a) Owned or controlled by you; or
 - (b) That owns or controls you; or
- (3) Your tenant.

You may also accept the usual bills of lading or shipping receipts limiting the liability of carriers.

This will not restrict your insurance.

21. Transfer of Your Rights and Duties Under This Policy. Your rights and duties under this policy may not be transferred without our written consent except in the case of death of an individual Named Insured. If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.

22. Conformity to State Law. When a provision of this policy is in conflict with the applicable law of the state in which this policy is issued, the law of the state will apply.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CMP-4709 MONEY AND SECURITIES

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

The following is added as an Extension of Coverage under **SECTION I — EXTENSIONS OF COVERAGE**.

Money And Securities

1. We will pay for loss of "money" and "securities" used in your business while at a bank or savings institution, within your living quarters or the living quarters of your partners or any employee having use and custody of the property, at the described premises, or in transit between any of these places, resulting directly from:
 - a. Theft, meaning any act of stealing;
 - b. Disappearance; or
 - c. Destruction.
2. The most we will pay for loss to "money" and "securities" in any one occurrence under this Coverage is:
 - a. The Limit Of Insurance for Money And Securities (On Premises) shown in the Declarations while:
 - (1) In or at the described premises; or
 - (2) Within a bank or savings institution; and
 - b. The Limit Of Insurance for Money And Securities (Off Premises) shown in the Declarations while anywhere else.

The amount we pay under this Extension of Coverage is an additional amount of insurance.

Regardless of the amount of the Basic Deductible, the most we will deduct from any loss under this Extension of Coverage in any one occurrence is the applicable deductible listed for Money And Securities under Special Deductibles shown in the Declarations.

3. We will determine the value of:
 - a. "Money" at its face value; and
 - b. "Securities" at their value at the close of business on the day the loss is discovered.
4. With respect to coverage provided by this endorsement:
 - a. Paragraph 2. of **Property Not Covered** does not apply.
 - b. Paragraphs 1.c. and 1.d. of **Property Subject To Limitations** does not apply.
5. All loss:
 - a. Caused by one or more persons; or
 - b. Involving a single act or series of related acts;is considered one occurrence.
6. We will not pay under this Extension of Coverage for loss consisting of one or more of the following:
 - a. Resulting from accounting or arithmetical errors or omissions;
 - b. Due to the giving or surrendering of property in any exchange or purchase; or
 - c. Of property contained in any "money"-operated device unless the amount of "money" deposited in it is recorded by a continuous recording instrument in the device.
7. You must keep records of all "money" and "securities" so we can verify the amount of any loss.

All other policy provisions apply.

CMP-4709

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(CONTINUED)



FE-3650 ACTUAL CASH VALUE ENDORSEMENT

The following is added to any provision which uses the term "actual cash value":

Actual cash value means the value of the damaged part of the property at the time of loss, calculated as the estimated cost to repair or replace such property, less a deduction to account for pre-loss depreciation. For this calculation, all components of this estimated cost including, but not limited to:

1. materials, including any tax;
2. labor, including any tax; and
3. overhead and profit;

are subject to depreciation.

The depreciation deduction may include such considerations as:

1. age;
2. condition;
3. reduction in useful life;
4. obsolescence; and
5. any pre-loss damage including wear, tear, or deterioration;

of the damaged part of the property.

All other policy provisions apply.

FE-3650

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CMP-4804
Page 1 of 1

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

CMP-4804 ADDITIONAL INSURED — CLUB MEMBERS

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

SECTION II — WHO IS AN INSURED of **SECTION II — LIABILITY** is amended to include, as an additional insured, any of your members, but only with respect to their liability for your activities or activities they perform on your behalf.

All other policy provisions apply.

CMP-4804

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SI-6
1617-0401



Important Notice About Your Policy Declarations

Thank you for choosing State Farm® to provide your insurance.

Your Declarations, Coverage Form booklet and applicable endorsements are enclosed. PLEASE REVIEW YOUR COVERAGE SELECTIONS CAREFULLY. If you have any questions concerning the coverage listed on your Declarations, or you believe any information is incorrect, please contact your State Farm agent right away.

By payment of the applicable premium and acceptance of this coverage, you agree to the terms and conditions of the policy and acknowledge that the Declarations accurately represents your choices of the type and amounts of coverage desired.

Your new Declarations replaces any insurance binder you may have received. You should keep any insurance binder, the Declarations, Coverage Form booklet and applicable endorsements with your important papers.

Again, thank you for choosing State Farm.

This message is only a general description of coverage and/or coverage changes and is not a statement of contract. All coverages are subject to all policy provisions and applicable endorsements.

553-3197.1 (C)

State Farm



STATE FARM FIRE AND CASUALTY COMPANY
3 Ravinia Drive
Atlanta GA 30346-2117

BALANCE DUE NOTICE

POLICY NUMBER 98-B8-A641-9
Businessowners Policy

DATE DUE
SEE NOTE

PLEASE PAY THIS AMOUNT
SEE NOTE

003405 3123...

M-24- 2315-FA56

N F

CARLIN HISTORICAL SOCIETY
PO BOX 1134
CARLIN NV 89822-1134

Full payment by Date Due continues this policy to APR 13 2020



ST 9 0101-0401

PREMIUM \$ 575.0

Location: 718 CEDAR ST
CARLIN NV 89822

Important Message(s)

NOTE:
Do not pay. Payment is being made through State Farm Payment Plan. Account # 1305443424

17 2297 4238

See reverse for important information.
Please keep this part for your record.
Prepared APR 17 2019

Agent SHABONYA DUTTON
Telephone (775) 738-3423

↓ Please fold and tear here ↓

MOVING? PLEASE SEE YOUR STATE FARM AGENT. M2315-FA56

INSURED	CARLIN HISTORICAL SOCIETY	
POLICY NUMBER	98-B8-A641-9	BUSINESS - MISC

PLEASE RETURN THIS PART WITH YOUR CHECK MADE PAYABLE TO STATE FARM

DATE DUE PLEASE PAY THIS AMOUNT
SEE NOTE SEE NOTE

2409906154



Prepared: APR 17 2019	0976	M 30033	FIRE BAL DUE	0815
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When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.

02-08-2007 (01B096a)

For Office Use Only



NEVADA PUBLIC AGENCY INSURANCE POOL
CERTIFICATE OF PARTICIPATION
Issued to

City of Carlin

The Nevada Public Agency Insurance Pool (hereinafter NPAIP) certifies that the above-mentioned entity is a participating Member of NPAIP for the period beginning July 1, 2019 expiring June 30, 2020.

As a participating member, this entity is entitled to all the rights, privileges and protections and subject to all the duties and responsibilities under the Interlocal Cooperative Agreement and Bylaws of NPAIP and the coverage forms issued by NPAIP.

The following coverage forms apply to NPAIP and its Members:

Nevada Public Agency Insurance Pool Coverage Form: # NPAIP201020

The lines of coverage and key limits of liability afforded to NPAIP members, subject to the coverage application and subject to additional sublimits as stated in the NPAIP Coverage Form, are summarized as follows:

Property/Crime/Equipment Breakdown

Blanket Limit per schedule of locations	\$ 300,000,000 per loss
Sublimit for earthquake coverage	\$ 150,000,000 annual aggregate
Sublimit for flood coverage	\$ 150,000,000 annual aggregate
Sublimit for flood coverage zone A	\$ 25,000,000 annual aggregate
Sublimit for Equipment Breakdown, Boiler & Machinery	\$ 100,000,000 each accident
Sublimit for Money & Securities including Dishonesty	\$ 500,000 each loss

Casualty

Bodily Injury, Property Damage, Personal Injury, Employment Based Benefits Administration, Law Enforcement Activities, and Wrongful Acts	\$10,000,000 per event \$10,000,000 annual aggregate
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Cyber Security Event

Per Cyber Security Event including Privacy Response Expense	\$ 3,000,000 per event \$ 3,000,000 annual aggregate
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Certain sublimits apply. All sublimits are a part of and not in addition to the Limits of Liability.

Participating member's Maintenance Deductible of \$500 for each and every loss and/or claim and/or event.

This certificate is not a contract of insurance and does not bind NPAIP as such. The coverages provided will be governed by the terms and conditions of NPAIP Coverage Form and by the Interlocal Cooperative Agreement and Bylaws of NPAIP; and all claims, questions or disputes will be settled by reference to the same.


Wayne E. Carlson, MBA, CPCU, ARM
Executive Director



City of Carlin
SCHEDULE OF SUB-ENTITIES INCLUDED

Carlin Volunteer Fire/Ambulance
Carlin Open Door Senior Citizen Center
Carlin Friends of the Library

POOL - Carlin, City of

Carlin Historical Society Board of Directors

President – Sabra Esparza

Vice President – Robert Monger

Secretary – Melinda Harris

Treasurer – Ella B. Trujillo

Professional Resumes



Resume

Catherine Wines, Architect

Nevada Registration 6290 - NCARB Certificate 66,858

421 Railroad Street - Elko, Nevada 89801 - catherine@r6studio.com

EDUCATION:

University of Arizona – Graduate Degree - Architecture - 2002.

University of Nevada Las Vegas – Bachelor of Science Degree - Architectural Design - 1998.

WORK EXPERIENCE:

R6 Studio Elko, Nevada 89801	Principle Architect / Owner	2008 - present
Education, Commercial, Retail, Public Works, POP, Religious, Industrial and Mining, Single Family and Multi-Family Residential, and Casino Work. Services provided include schematic design, design development, cost analysis, construction document production, construction administration, building analysis, historic preservation and analysis, planning, landscape design, interior design, cost estimating, and space use analysis.		
Great Basin College Elko, Nevada	Adjunct Professor	2006, 2009
History of Architecture, Humanities 300 level class.		
Northeastern Nevada Museum Elko, Nevada	Exhibits Coordinator	2005 - 2011
Exhibit design and coordination, special projects, building remodel and update coordination		
Brower & Associates Elko, Nevada - Orem, Utah	Intern Architect	2006 - 2008
Projects: Billen Office Building; Elko, NV, - Kerr Residence; Elko, NV - Assay Lab; Nome, AK		
Oxoby Architecture Gardnerville, Nevada	Intern Architect	2002 - 2004
Minden Inn historic restoration; Minden, NV - Nevada State Museum historic restoration; Carson City, NV - Smith Valley Fire Station; Smith Valley, NV		
Wilson & Associates Design Tucson, Arizona	Intern Architect	2001 - 2002
High-end custom residential		
JAWA Studio Las Vegas, NV 89104	Intern Architect	1996 - 2000
Part Time Student Intern, Commercial, Retail and Multi-family Housing		

AWARDS, ACHIEVEMENTS, PUBLICATIONS and COMMUNITY SERVICE:

- Elko Arts Foundation - Founding Member - 2019-present
- Nevada Preservation Foundation - Board of Directors - 2017-present
- City of Elko Downtown Redevelopment Advisory Council - 2012-present
- City of Elko Arts & Culture Advisory Board, Chairman - 2008-present
- City of Elko Centennial Committee - 2014-2017
- Elko Delegate - Nevada Arts Council, *Arts at the Heart* - 2009, 2012, 2014, 2017
- Northeastern Nevada Museum, Photography Show, *Elko Co. Then & Now* - Ellis Gallery - 2006
- Nevada Magazine, *If These Barn Walls Could Talk* - October 2006 Edition
- Northeastern Nevada Museum, Photography Show, *Barns from Home* - Halleck Bar Gallery - 2003
- UA Graduate Student Design Show, Invited Exhibitor - 2001
- UA Graduate Assistant Scholarship Recipient 2000-2002
- Bigness and Event Design* Charette with Rem Koolhaas in Lille, France - 1998
- Best of Show, UNLV School of Architecture, *Pasadena Urban Design Foundation* - 1998
- AIA Nevada Design Awards Jury, Student Seat - 1998
- AIA Las Vegas Merit Scholarship Award, Multi Family Housing Project - 1997
- UNLV Ham Hall Auditorium Honors Design Charette - 1996

Joe Lindsey
40 W. 2nd St.
Battle Mountain, NV 89820
775-635-3713
cottoncruz@att.net

Resume:

Experience:

Echo Bay Minerals

1986 to 2000
Battle Mountain, Nevada

1. Process plant helper
2. Leach pad operator
3. Lube truck operator
4. Heavy equipment mechanic
5. Light vehicle mechanic

Lander County Sheriff's Office

2000 to 2003

1. Cat 3 certified
2. Jailer
3. Department trainer; taser, OC spray.

**Lander County
Building Official /Floodplain Administrator**

2004 to 2015
Battle Mountain, Nevada

1. Eleven years as County Building Official / Floodplain Manager.
2. ICC Residential inspector.
3. ICC Plumbing inspector.
4. Certified Manufactured Housing installation inspector.
5. Lander County Floodplain Administrator.
6. Building and zoning code enforcement.
7. County interlocal agreement with State Fire Marshal for life/safety inspection & third party plan review.
8. County interlocal agreement with NDEP for residential septic plan review and inspection.
9. Fair Housing Act Accessibility Guidelines: design and construction requirements.
10. Certificate of Completion, Wind Technical Workshop.
11. Certificate of Training, uses of Natural Gas and Propane
12. American Red Cross Certified, CPR & AED.

13. ATC-20 Post-earthquake Safety Evaluation of Buildings and FEMA P-154 Rapid Visual Screening of Buildings.
14. Member; Architects, Engineers and Building Officials, NFPA
15. Certificate; Commissioning New Occupancies, FEMA/NFPA
16. Certificate; Solar Photovoltaic Code.

City of Carlin Public Works Department
Building Inspector / Floodplain Manager (part time)

2016 to present

References:

Carlos Esparza
Carlin Public Works Director
P.O. Box 340
Carlin, NV 89822
(775) 754-6515

Lyndsie Whigham
Carlin Public Works Executive Secretary
P.O. Box 340
Carlin, NV 89822
(775) 754-6515

Anna Penola
Lander County Building Department
315 S. Humboldt St.
Battle Mountain, NV 89820

CORE Construction Services of Nevada, Inc.
5422 Longley Lane, Suite B
Reno, NV 89511
Casey Gunther, Project Manager
775-223-3244 or 775-525-5735

Roger Sutton
City of Winnemucca Public Works Supervisor
775-623-6381



CARLIN HISTORICAL SOCIETY

STRATEGIC PLAN

JANUARY 2020

TO

JANUARY 2025

Approved by the Board of Directors on

February 18, 2020

ABOUT THE CARLIN HISTORICAL SOCIETY

The Carlin Historical Society was founded in January 2018 by a group of local citizens who want to help preserve and share the history of Carlin, Nevada. The impetus for the organization's formation was the Sesquicentennial celebration of the town's founding and the demolition of a local historical building called the State Hotel. The organization officially incorporated and obtained non-profit status in April 2018.

On July 4, 2018, the Society opened its first historical exhibit in a room in the Carlin Library. The exhibit, entitled *Carlin Sesquicentennial: Celebrating 150 Years of History!*, was a great success. By March of 2019, the Carlin Historical Society finalized an agreement with the City of Carlin to lease a historic schoolhouse building for use as a museum. A second historical exhibit was opened on July 4, 2019, entitled *Carlin 13: The Lost History of the Carlin Chinese*. The new exhibit resulted in increased community support which allowed for continued development of the Carlin Museum. The Carlin Museum officially opened to the public on February 1, 2020.

This document consists of the Society's plans for the next five years and the steps the Society will take to reach those goals. The document was created by the Board of Directors, with member input, after several planning sessions and monthly meetings.

Some of the action steps in this plan are already underway but they have been included to communicate the overall plan and the expected outcomes. The Carlin Historical Society is committed to aggressively communicating our goals both internally and externally and to have planning, follow-through, and assessment be integral to our operations. We recognize that the plan is flexible as we are subject to external forces beyond our control. This strategic plan will be reviewed and updated annually or on an as needed basis.

CARLIN HISTORICAL SOCIETY

MISSION STATEMENT

The mission of the Carlin Historical Society is to discover, collect, preserve, research, interpret, disseminate, display, and promote the history of Carlin, Nevada and surrounding areas.

VISION STATEMENT

The Carlin Historical Society will actively develop and promote the Carlin Museum and grounds in order to expand its permanent collection, develop and expand its exhibits, and provide education outreach to the public in order to preserve the history of Carlin, Nevada and surrounding areas and to promote tourism in Carlin.

Major Themes and Goals

The Board of Directors and members of the Carlin Historical Society followed a SWOT Analysis format in which participants were asked to examine the Society's strengths and weaknesses while identifying potential opportunities and threats. The responses to these inquiries were compiled into common themes. The common themes identified included:

- 1) a need to develop and grow a steady income stream for the Society;**
- 2) a need to protect and develop the Museum's archive collection;**
- 3) a need to increase the visibility of the Museum and make improvements to the Museum building and grounds;**
- 4) a need to identify and develop a Museum theme and exhibit format; and**
- 5) a need to develop a community outreach plan for the Society.**

These five themes were used as the basis for the five themes of the plan. The Board of Directors and members then met and drafted "big picture" goals for each theme that will guide the day-to-day activities of the Society in the next 5 years.

These chapter headings and goals include:

Financial Growth

- a. Develop and implement a Grant Application System;
- b. develop partnerships with the business community;
- c. develop and cultivate endowments and donation sources; and
- d. identify assets and assess value of liquidation.

Collections Management

- a. Adopt a comprehensive Collections Management Policy;
- b. Complete a full inventory and meet goals for full catalogue records of collection; and
- c. Develop plan for storage of collection and implement improvements for storage area.

Building and Grounds Development

- a. Develop a plan for preservation, rehabilitation, and restoration of museum building and grounds with short-term and long-term financial needs; and
- b. Establish a plan for engaging the grounds as a part of the Museum experience.

Exhibition Development

- a. Develop and implement an exhibit plan for the Museum building and grounds with short-term and long-term financial needs;
- b. Develop the archive collection through community outreach and potential archive sources, such as other local museums.

External Relations

- a. Adopt a marketing plan for the Museum;
- b. Improve visibility of Museum through signage and development of exhibition space on the grounds of the Museum;
- c. Develop plans and partnerships that expand tourism outreach and collaboration with other museums and organizations in the area.

Goal 1: Financial Growth

Long-Range Vision

- By 2025, we will increase the revenue to \$25,000 per year.
- By 2025, we will increase annual private donations to \$5,000.
- By 2025, we will increase business donations to \$2,500.
- By 2025, we will have received and successfully implemented at least two monetary grants.
- By 2025, we will have liquidated all personal property assets worth monetary value.

Strategic Goal #1: Develop and implement a Grant Application System.

Outcomes:

1. Ability to track grants and optimize probability of success of obtaining grant funds.
2. Greater stability in revenue leading to the successful implementation of the Strategic Plan.
3. Ability to ensure for the long-range financial health of the Carlin Historical Society.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Create inventory of all possible sources of grant funding.	President and Treasurer	January 2021	\$0	<ul style="list-style-type: none">- Completed by Deadline- Accuracy and value of the information gathered
Review all grant requirements and create tickler system for grant application deadlines.	President and Treasurer	January 2021	\$0	<ul style="list-style-type: none">- Completed by Deadline- Accuracy and effectiveness of system
Continue to search for new grant opportunities.	Board of Directors	Ongoing	\$0	<ul style="list-style-type: none">- Add new grant opportunities to system annually
Seek grant application	Treasurer	Ongoing	\$0	<ul style="list-style-type: none">- Meet long term goal of

completion assistance from local community and Nevada Grant Office.				receipt of at least two grants by 2025
Seek out grant writing classes and/or trainings available at low-cost.	Treasurer	Ongoing	\$300 to \$1000.00	- Meet long term goal of receipt of at least two grants by 2025

Strategic Goal #2: Develop partnerships with the local business community and cultivate endowment and donation sources.

Outcomes:

1. Greater stability in earned income and donations leading to more effective implementation of Strategic Plan and better ability to plan for the future.
2. A unified development effort that will lead to more productive fundraising.
3. Ability to ensure for the long-range financial health of the Carlin Historical Society.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Create a list of potential community partners, donors, and possible revenue sources.	Secretary	July 2021	\$0	- Completed by Deadline - Accuracy and value of the information gathered
Draft of letter of support/sponsorship opportunities for potential business partners and donors.	Secretary	July 2021	\$0	- Completed by Deadline - Donations and sponsorship increase
Brainstorm and implement Building improvement sponsorship program.	Vice President	July 2021	Unknown	- Completed by Deadline - Effectiveness of donation tool.

Strategic Goal #3: Identify assets for liquidation and liquidate.

Outcomes:

1. Create revenue from existing assets.
2. Further the preservation, rehabilitation, and restoration of schoolhouse building.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Create inventory of organization assets and determine which assets can be liquidated.	Vice President	August 2020	\$0	- Completed by Deadline
Determine resale value of liquid assets.	Vice President	January 2021	\$0	- Completed by Deadline.
Arrange for and execute sale of liquid assets.	Vice President	May 2021	\$0	- Completed by Deadline

Ongoing and Future Needs

The Carlin Historical Society recognizes the need for financial viability long into the future and the unique challenges of keeping a small museum running. Possible suggestions of revenue generation included renting office space and providing classes for a fee. Both ideas were considered impractical at the time of the creation of this Strategic Plan but should be revisited annually or as circumstances change.

Goal 2: Collections Management

Long-Range Vision

- By 2025, we will have 100% of the collection inventoried.
- By 2025, we will have developed a proactive acquisition program including adequate funds budgeted for collection care and conservation needs.

Strategic Goal #1: Adopt a comprehensive Collections Management Policy.

Outcomes:

1. High level of confidence within the community, particularly among potential donors, in the Museum’s ability to care for donations.
2. Increase collection of Carlin Museum.
3. Ability for public to access archives for research with ease and confidence.
4. Consistent standard of care for the collection through clearly stated guidelines, policies, and procedures.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Finalize inventory identification system.	Registrar	10/1/20	\$0	- Completed by Deadline
Draft Collections Management Policy.	Registrar	6/30/21	\$0	- Completed by Deadline - Approved by Board of Directors
Seek our donations and acquisitions that align with the Museum purpose with the help of the community.	Board of Directors	Ongoing	\$0	- Archive collection growth is evident.

Strategic Goal #2: Complete a full collections inventory.

Outcomes:

1. High level of confidence within the community, particularly among potential donors, in the Museum’s ability to care for donations.

2. Ability for public to access archives for research with ease and confidence.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Inventory all photographs and store for ease of access.	Board of Directors	Ongoing	\$0	Completed by Deadline of 2025
Inventory all artifacts and store according to museum quality standards.	Board of Directors	Ongoing	\$0	Completed by Deadline of 2025
Implement policy regarding how objects are acquired and deaccessioned.	Registrar	Ongoing	\$0	- Policy is followed in every instance.

Strategic Goal #3: Develop a plan for storage of collection and implement improvements to storage area.

Outcomes:

1. High level of confidence within the community, particularly among potential donors, in the Museum's ability to care for donations.
2. Ability for public to access archives for research with ease and confidence.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Finish putting up shelves in Archives	Board of Directors	10/1/20	\$0	Completed by Deadline
Purchase and install new air conditioning system for Archives/Storage Area	Board of Directors	6/30/21	\$500.00 to \$1000.00	Completed by Deadline
Arrange archives for ease of use, access, and possible growth.	Board of Directors	10/1/20	\$0	Completed by Deadline

Goal 3: Building and Grounds Development

Long-Range Vision

- By 2025, we will have a fully functioning building and grounds that are safe, secure, aesthetically pleasing, and well maintained with adequate funds budgeted for future maintenance needs.
- By 2025, we will complete improvements to the building so that it is safe, secure, aesthetically pleasing, and well maintained.
- By 2025, we will determine whether restoration of the Museum building exterior is possible. If yes, by 2025 we will have begun restoration of the exterior of the building.
- By 2025, we will determine whether restoration of the Museum building interior is desirable or counter-productive to use of the building as a museum.
- By 2025, we will have an established program of public events on the Museum grounds including regular classes, lectures, and educational workshops.

Strategic Goal #1: Develop a plan for preservation, rehabilitation, and restoration of museum building and grounds with short-term and long-term financial needs.

Outcomes:

1. Ability to anticipate future facility needs leading to project viability.
2. Improved ability to manage the Museum's long-term financial needs
3. Long-term, comprehensive plan for the Museum's building and grounds that will guide future improvements and fundraising efforts.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Develop a Master Plan detailing immediate building needs, as well as plans for future improvements and restoration work with associated cost projections.	Board of Directors	2/1/2021	\$0	<ul style="list-style-type: none">- Completed by Deadline- Quality, accuracy, and usefulness of information in document
Engage the services of an architect or	Board of Directors	1/1/2023	\$40,000	<ul style="list-style-type: none">- Completed by Deadline

general contractor to develop plan detailing restoration of building exterior				

Strategic Goal #2: Complete improvements to the building in order to meet immediate needs of maintenance and preservation.

Outcomes:

1. Increased level of confidence within the community of the Society's mission and future viability of the Museum Project.
2. Increased transparency and clarity as it relates to the long-term development of the Museum building and grounds.
3. Increased level of fundraising through evidenced project completion.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Remodel Men's and Women's restrooms into one unisex restroom that meets ADA requirements.	Board of Directors	4/1/2021	\$10,000	Completed by Deadline
Removal of walk-in freezer and breezeway connecting it to the building.	Board of Directors	6/1/2025	\$1,000	Completed by Deadline
Renovation, wall repair, and painting of kitchen in Museum building.	Board of Directors	6/1/2020	\$200.00	Completed by Deadline.
Painting of interior of building.	Board of Directors	6/1/2021	\$500.00	Completed by Deadline
Installation of central air conditioning in Museum building.	Board of Directors	7/1/2025	\$70,000	Completed by Deadline
Replacement of furnace with central heat.	Board of Directors	7/1/2025	\$70,000	Completed by Deadline
Removal and replacement of light fixtures in Museum building.	Board of Directors	7/1/2024	\$10,000	Completed by Deadline

Removal of old carpet and linoleum and refinishing/replacement of wood floors in Museum building.	Board of Directors	7/1/2024	\$20,000	Completed by Deadline

Ongoing and Future Needs

The Carlin Historical Society envisions a lot of improvements for the building which may be preservation, rehabilitation, or restoration based. However, absent immediate plans and possible outcomes from the currently proposed work we are currently unable to plan for those improvements. Such improvements include restoration of the interior to the original floor plan of the schoolhouse which would result in the removal of walls and other attached fixtures.

Strategic Goal #3: Establish a plan for improving the grounds as a part of the Museum experience.

Outcomes:

1. A more attractive exterior that will project the image of a vibrant, active Museum and drive attendance and use.
2. Increased visibility of the Museum and Society to the public resulting in increased funding and donations to the Collection.
3. Ability to make full use of the Museum's grounds as a valuable public space and community resource.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Develop a Master Plan for development of the Building grounds for use as an exhibit area.	Board of Directors	6/1/2022	\$0	Completed by Deadline
Install Museum Sign on corner of building grounds.	Board of Directors	9/1/2020	\$5,000	Completed by Deadline
Install Mining Interpretive Signs on building grounds.	Board of Directors	9/1/2020	\$1,000	Completed by Deadline
Install ore cart on corner of building grounds.	Board of Directors	9/1/2020	\$100.00	Completed by Deadline

Remove concrete ramp on front of building and repour sidewalks in front of building.	Board of Directors	4/1/2021	\$20,000	Completed by Deadline
Pour new sidewalk from front of building to rear of building.	Board of Directors	4/1/2022	\$10,000	Completed by Deadline
Install aluminum or wood wheelchair ramp at rear of building	Board of Directors	4/1/2021	\$2,000	Completed by Deadline
Paint exterior trim, cornices, and other decorative features in order to preserve and improve appearance of building.	Board of Directors	6/1/2021	\$5,000	Completed by Deadline
Remove and repour sidewalks on the rest of Cedar and 8 th Street.	Board of Directors	6/1/2024	\$10,000	Completed by Deadline
Repoint Building bricks, replace missing bricks, etc.	Board of Directors	6/1/2024	\$10,000	Completed by Deadline

Ongoing and Future Needs

The Carlin Historical Society envisions a lot of improvements for the building which may be preservation, rehabilitation, or restoration based. However, absent immediate plans and possible outcomes from the currently proposed work we are currently unable to plan for those improvements. Such improvements include landscaping, roof replacement, and restoration of the bell tower and widow's walk on the roof.

Goal 4: Exhibition Development

Long-Range Vision

- By 2025, we will have utilized all space available for exhibition in the both the interior and exterior of the grounds.
- By 2025, we will have solidified a reputation in the community for being museum worth seeing and for excellence in historical preservation.
- By 2025, we will be recognized as consistently offering differentiated programs and exhibitions that address the interests and needs of diverse audiences.

Strategic Goal #1: Develop and implement an exhibit plan for the Museum building and grounds with short-term and long-term financial needs.

Outcomes:

1. High quality exhibitions and programs, which will better carry out the Museum's mission.
2. New and unexpected opportunities to engage visitors and the community at large.
3. Better understanding and appreciation for the Museum and its collection among the diverse audiences we serve.
4. Increased revenue from program participation.
5. Overall increased attendance and use by the community especially with returning visitors.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Draft Exhibit Vision Plan based upon member and community feedback.	Board of Directors	1/1/2021	\$0	<ul style="list-style-type: none">- Completed by Deadline- Quality and usefulness of document.
Develop infrastructure for semi-permanent exhibition space in Main Gallery.	Board of Directors	6/1/2022	\$20,000 to \$50,000	<ul style="list-style-type: none">- Completed by Deadline.-
Brainstorm ideas to engage visitors and the	Board of Directors	Ongoing	\$0	<ul style="list-style-type: none">- Visitor attendance- Visitor Satisfaction

community at large.				- Community Reputation
Expand opportunities for adult and youth learners for classes, lectures, and hand-on activities	Board of Directors	Ongoing	Unknown	- Attendance - Participant Satisfaction - Community Awareness
Develop new, innovative, technology based exhibits and programs.	Board of Directors	Ongoing	\$3,000	- Attendance - Visitor Satisfaction - Positive community feedback - Quality of relationships with other institutions resulting from exhibitions
Develop offerings of school programs for educators.	Board of Directors	Ongoing	\$3,000	- Reception of local educators - Attendance - Feedback

Strategic Goal #2: Develop the archive collection through community outreach and potential archive sources, such as other museums.

Outcomes:

1. Increased audience loyalty and lasting enthusiasm and appreciation in the community for the Society and its mission.
2. Improved relations with the community and enhanced opportunities to form beneficial relationships.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Seek out donations and acquisitions from the community	Registrar	Ongoing	\$0	- Growth of collection.

through social media and website.				
Maintain a master list of artifacts for potential acquisition.	Board of Directors	Ongoing	\$0	
Maintain and develop relationships with other institutions.	Board of Directors	Ongoing	\$0	
Increase visibility to community and communicate needs of collection.	Board of Directors	Ongoing	\$0	- Growth of Collection

Goal 5: Visibility and External Relations

Long-Range Vision

- By 2025, we will increase onsite attendance to 500 annually.
- By 2025, we will be recognized for our positive impact on the community through tourism.
- By 2025, we will be recognized as an important partner in the museum and tourism industry of Elko County.

Strategic Goal #1: Adopt a marketing plan for the Museum.

Outcomes:

1. Improve community awareness of Society's mission and vision for the future of the Museum.
2. Increase visitors to the Museum and participation in programming.
3. Better engagement of the community, potential partners, and potential funders.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Draft marketing plan for Society and Museum.	Board of Directors	2/1/2021	\$0	- Completed by Deadline
Launch new marketing plan for Society and Museum.	Board of Directors	6/1/2021	\$300.00	- Completed by Deadline

Strategic Goal #2: Improve visibility of Museum through signage and development of exhibition space on the grounds of the Museum.

Outcomes:

1. Improve community awareness of Society's mission and vision for the future of the Museum.
2. Increase visitors to the Museum and participation in programming.
3. Better engagement of the community, potential partners, and potential funders.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Purchase and install Museum sign on the corner of Cedar and Eighth Street.	Board of Directors	6/1/2020	\$5,000	Completed by Deadline

Purchase and install directional signs in the City of Carlin to help guide visitors to the Museum.	Board of Directors	6/1/2020	\$150.00	Completed by Deadline
Install Mining Interpretive Signs flanking Museum building sign.	Board of Directors	9/1/2020	\$1,000	Completed by Deadline

Strategic Goal #3: Develop plans and partnerships that expand tourism outreach and collaboration with other museums, events, and organizations in the area.

Outcomes:

1. Increased awareness and attendance of the Society and Museum.
2. Strategic partnerships between the Society and other nearby organizations that expand the Museum's impact and influence as they relate to tourism.

Action Steps	Responsible Party	Due By	Cost	Performance Measure
Meet with leaders of other organizations in the area and identify opportunities for collaboration.	Board of Directors	Ongoing	\$0	<ul style="list-style-type: none"> - Consistency of meetings - Quality of Communication - Quality of relationships developed - Significance of collaborative efforts
Align marketing efforts and program development with the goals of expanding tourism and influence.	Board of Directors	Ongoing	\$0	<ul style="list-style-type: none"> - Increased attendance - Visitor Feedback
Take a leadership role in the community's efforts to	Board of Directors	Ongoing	\$0	<ul style="list-style-type: none"> - Increased recognition in the community

preserve local history through activism and community awareness.				of Society's mission
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CONCLUSION

As previously discussed, the Carlin Historical Society created this Strategic Plan in order to focus their efforts for the future of the organization and the Carlin Museum. The Carlin Historical Society desires to fulfill its mission but also recognizes the potential positive impact their activities could have on the community in which its members live and work. The town of Carlin is struggling to remain vibrant as time marches on. Increasing the tourism industry could help the community. To that end, the Carlin Historical Society will actively cultivate the use of its facilities both interior and exterior as a resource for its citizens through the continued expansion of its permanent collection, creative development and expansion of exhibitions and providing educational outreach to the public. The Carlin Historical Society will be proactive in developing its collections, staff, programs, and facilities, and in the continual expansion of its presence in the community

Carlin Historical Society Activities

July 1, 2018 to June 30, 2019

July 4, 2018 – Opened first exhibit at Carlin Library entitled *Carlin Sesquicentennial: Celebrating 150 Years of History!* and Informational booth and raffle at Carlin's Old Fashioned Fourth of July Celebration in the City Park.

August 17-18, 2018 – Carlin Jail Fundraiser and Carlin Historical Society informational booth at the Carlin Show N' Shine at the City Park.

August 23, 2018 – Brown Bag Lunch presentation about the City of San Francisco train wreck presented by the Northeastern Nevada Museum in the Society's exhibit at the library.

September 22, 2018 – Field trip to Battle Mountain Cookhouse museum in conjunction with the Carlin Senior Center.

December 1, 2018 – Carlin's 150th Birthday Celebration in the exhibit at the Carlin Library.

May 14, 2019 – Hosted at Museum journalists from China who were creating a broadcast regarding the Chinese Railroad Workers and the Chinese Cemetery in Carlin.

May 18, 2019 – Open House and Book Sale in Museum building.

June 1, 2019 – E Clampus Vitus Elizabeth Pott's Historical Marker Dedication Ceremony on Museum grounds.

July 4, 2019 – Burying of Carlin Sesquicentennial Time Capsule on the Museum grounds and Opening of new exhibit entitled *Carlin 13: The Lost History of the Carlin Chinese*



**Profit & Loss Statement
January 1, 2018 to December 31, 2020**

Operating Revenue	
Memberships and Donations	\$9234.68
Fundraisers	\$2248.00
Total Operating Revenue	\$11482.68
Operating Expenses	
Exhibits	\$3549.94
Gross Profit	\$7932.74
Overhead	
Building Repairs/Expenses	\$929.43
Insurance	\$293.46
Office Supplies/Fundraiser Costs	\$1039.54
Total Overhead	\$2262.43
Operating Income	\$5670.31
Other Income (Interest)	
U.S. Bank Checking Account	2.63
Net Earnings	\$5672.94