

OWOSSO HISTORICAL COMMISSION
Regular Meeting Minutes
December 18, 2017, 7:00 PM Curwood Castle



CALL TO ORDER: CHAIRPERSON CAROL VAUGHN CALLED THE MEETING TO ORDER AT 7:00 PM.

PRESENT: CHAIRPERSON CAROL VAUGHN, VICE CHAIR TRACEY PELTIER, CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY, COMMISSIONER KAREN MARUMOTO, COMMISSIONER ROBERT BROCKWAY, COMMISSIONER SARAH ADAMS, AND COMMISSIONER JENELLE STEELE-ELKINS; ROBERT DORAN, DIRECTOR

ABSENT: COMMISSIONER ANNIE LUDINGTON, COMMISSIONER CAROLYN EBERT, COMMISSIONER HEATHER QUINN

APPROVAL OF AGENDA: COMMISSIONER KAREN MARUMOTO MOVED TO APPROVE THE AGENDA, SECONDED BY VICE CHAIR TRACEY PELTIER. AYES ALL, MOTION PASSED.

CONSENT AGENDA:
September 11 Minutes; Treasure's Report: OHC Revenues and Expenditures, Curwood Castle Admissions and Financials, Curwood Castle Gift Shop Sales, OHC Check Register and OHC Balance Sheet

CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY MOVED TO APPROVE THE NOVEMBER 13 CONSENT AGENDA, COMMISSIONER SARA ADAMS SECONDED, AYES ALL. MOTION CARRIED WITH THE FOLLOWING STATEMENT: **ALTHOUGH THE COMMISSION APPROVED THE TREASURES REPORT AS IT PERTAINS TO RECENT FINANCIAL TRANSACTIONS, MEMBERS OF THE COMMISSION ARE STILL SEEKING A MEETING WITH THE FINANCIAL DIRECTOR AND THE CITY MANAGER TO DETERMINE THE FLOW OF MONEY AS IT PERTAINS TO THE PAYMENT FOR THE RESTORATION OF THE PAINTINGS FOR FISCAL YEARS 16/17 AND 17/18.**

CITIZEN COMMENTS: NONE

COMMUNICATIONS: NONE

OLD BUSINESS:

- **Review Holiday Party & Silent Auction Fundraiser** – The commission discussed the success of our annual Silent Auction Fundraiser, which this year netted \$4,599.82. The Commission wishes to thank our Corporate Sponsors: Gilbert's Hardware, Heidi O'Dea-Raymond James, Swartz Funeral Home and Woodworth Commercial. The Commission also wishes to thank the 57 business and individuals who generously donated items for the Silent Auction.
COMMISSIONER KAREN MARUMOTO MADE A MOTION TO REIMBURSE DIRECTOR ROBERT DORAN THE SUM OF \$770.87 FOR ALL EXPENSES RELATING TO THE EVENT, SECONDED BY COMMISSIONER JENELLE STEELE-ELKINS. AYES ALL, MOTION CARRIED.
- **CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY LEFT THE MEETING AT 7:18 PM.**

NEW BUSINESS:

- **Presentation – The Value of Teamwork Approach.** Director Doran shared with the Commission a short educational presentation on the value of trust as it pertains to teamwork. The presentation was generously loaned to Director Doran by the Nonprofit Network through their partnership with the Cook Family Foundation.

- **Committee Reports** – Committee reports were postponed until the next regular meeting of the Commission.
 - Finance
 - Governance
 - Philanthropy and Giving
 - Exhibitions & Education
 - Facilities
 - Marketing, Advertising & Social Media
 - Archiving & Acquisitions
 - Volunteers
- **Review and update OHC Binders** – The Commission came to the consensus that they preferred “hard” copies of their binders over a copy in the “cloud.” Director Doran will upload the entire binder to a Google Docs folder while at the same time the Commission will retain and maintain hard copies.
- **COMMISSIONER ANNIE LUDINGTON JOINED THE MEETING AT APPROXIMATELY 8:00 PM.**
- **Winter schedule for Castle.** The Commission decided to retain our regular winter Castle hours, and remain closed for the entire month of January. The subject once again came up...what can we do to increase Castle attendance in the months of February, March, April and even May, as well as our other “winterized” museum, the Gould House.
- **Power thought of the day.** Based on our presentation The Value of Trust and Teamwork, each Commission member was asked to communicate a “power thought” for the day.

CITIZEN COMMENTS:

NONE

ADJOURN:

VICE CHAIR TRACEY PELTIER MOTIONED TO ADJOURN THE MEETING AT 8:25 PM, SECONDED BY CHAIR CAROL VAUGH. AYES ALL, MOTION CARRIED