

OWOSSO HISTORICAL COMMISSION
Regular Meeting Minutes
January 8, 2018, 7:00 PM Curwood Castle



- CALL TO ORDER:** CHAIRPERSON CAROL VAUGHN CALLED THE MEETING TO ORDER AT 7:00 PM.
- PRESENT:** CHAIRPERSON CAROL VAUGHN; CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY; COMMISSIONER ROBERT BROCKWAY; COMMISSIONER SARAH ADAMS; COMMISSIONER CAROLYN EBERT; COMMISSIONER ANNIE LUDINGTON; COMMISSIONER HEATHER QUINN; and ROBERT DORAN, DIRECTOR
- ABSENT:** COMMISSIONER KAREN MARUMOTO
- APPROVAL OF AGENDA:** Director Doran suggested adding a proposal and work sheet prepared by the Non Profit Network regarding the need to move independent technology systems from its current local government-supported environment. CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY MOVED TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER ROBERT BROCKWAY. AYES ALL, MOTION PASSED.
- CONSENT AGENDA:**
December 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 CONSENT AGENDA, COMMISSIONER ANNIE LUDINGTON SECONDED, AYES ALL. MOTION CARRIED.
- CITIZEN COMMENTS:** NONE
- COMMUNICATIONS:** NONE
- OLD BUSINESS:**
- **Review Holiday Party & Silent Auction Fundraiser** – Director Doran gave a final report on the OHC Holiday Party/Silent Auction fundraiser. We collected close to \$1,000 more than last year's fundraiser.
- NEW BUSINESS:**
- **Presentation – ABC's of Board Responsibilities** – Board chair Carol Vaughn shared with the Commission a short educational presentation regarding the roles and responsibilities required for members of a board.
 - **Committee Reports** – Committee reports were presented by chairs of the following committees:
 - Finance
 - Governance
 - Philanthropy and Giving – not present
 - Exhibitions & Education
 - Facilities
 - Marketing, Advertising & Social Media – not present
 - Archiving & Acquisitions
 - Volunteers

- **Proposal and work sheet prepared by the Non Profit Network regarding the need to move independent technology systems from its current local government-supported environment.** Director Doran presented a work sheet prepared by the Nonprofit Network through the Cook Family Foundation that includes step by step guidelines for moving our IT systems from government to nonprofit status. Director Doran will follow-up with a budget and timeline for this process.
- **Power thought of the day.**

CITIZEN COMMENTS:

NONE

ADJOURN:

COMMISSIONER SARA ADAMS MOTIONED TO ADJOURN THE MEETING AT 8:27 PM, SECONDED BY COMMISSIONER CAROLYN EBERT. AYES ALL, MOTION CARRIED