

**OWOSSO HISTORICAL COMMISSION**  
Regular Meeting Minutes  
April 8, 2019, 7:00 PM Curwood Castle



**CALL TO ORDER:** MEETING WAS CALLED TO ORDER AT 6:02 PM BY CHAIR CAROLYN EBERT

**PRESENT:** Commissioner Carolyn Ebert, Chair; Commissioner Karen Marumoto, Vice Chair; Commissioner Dave Acton; Commissioner Sara Adams; Commissioner Jed Dings; and Commissioner Paul Rogers.

**ABSENT:** Commissioner Elaine Greenway and Commissioner Heather Jacobs

**OTHERS PRESENT:** Jodi Marrah and Jo Slingerland from Preservation Owosso  
Robert Doran-Brockway, Director

Jodi shared a few of the endeavors of Preservation Owosso with the board. Director Robert Doran-Brockway expressed the boards gratitude for an archiving grant from Preservation Owosso.

**APPROVAL OF AGENDA:** Commissioner Marumoto motioned to approved the agenda. Motion Supported by Commissioner Adams. Ayes all, motion carried.

**APPROVAL OF March, 2019 REVENUE AND EXPENDITURE REPORT**  
Commissioner Adams motioned to approve the March 2019 Revenue and Expenditure Report. Motion Supported by Commissioner Acton. Ayes all, motion carried.

**CONSENT AGENDA:**

OHC Balance Sheet; OHC Check Register; OHC March 18, 2019 Meeting Minutes.

Commissioner Rogers motioned to approve the Consent Agenda, Supported by Commissioner Acton. Ayes all, motion carried.

**CITIZEN COMMENTS:** NONE

**COMMUNICATIONS:** NONE

**OLD BUSINESS:**

- **501(c) 3 Status Report** – Response delayed due to government shutdown. Contact was made with IRS. Application still in Still in the Que, being processed.
- **Next Fundraising Target – Painting Exhibition**  
Director Doran has set a \$5,000 Sponsorship Goal per painting to be raised. He has obtained 2 sponsors. The sponsorship will include a plaque in perpetuity recognizing the donor. Director will create a brochure to assist board with sharing the sponsorship opportunities.
- **Museums and Parks Millage Review** – See MCACA Grant update
- **2019 Owosso Historic Home Tour** – Five homes have been enlisted in the home tour for this year. Commissioners are in the process of seeking additional.
- **5 Year Strategic Plan** – No discussion
- **Board Self-Assessment** – No discussion

- **MCACA Grant update and millage – deliverables and update Curwood Castle Repairs**
  - Repair Roof – flashing, slate and drainage
  - Repair plaster – interior around front door, water damage between the great room and first floor turret and top half of chimney
  - State of the Art energy saving year round heating & cooling
  - Two Sump pumps
  - Lower level Professional Exhibition Space
  - Virtual tour of the Castle at the Armory and the Art Center to address ADA accessibility
  - Exterior Lighting
  - Shrubs pulled and replaced with pea gravel
- **A motion was made to designate \$100,000 of millage dollars toward the repair, renovations and restoration proposed deliverables above and to apply for the MCACA Grant for matching funds of \$100,000 with a total dollar amount of \$200,000 project by Commissioner Acton, Motion supported by Commission Rogers. All Ayes. Motion Carried.**
- **Further deliverables from millage funds**
  - Gutters on Gould House
  - New sign for front of Gould House
  - Fumigate Comstock Cabin
  - ADA ramp on rear of Comstock Cabin and reperi front steps
  - Paint Paymaster Building
  - Repair steps on east and south steps of Paymaster Building

**A motion was made to utilize the remaining \$25,000 of millage monies toward the repairs noted above by Commissioner Rogers. Motion supported by Commissioner Dingens. All Ayes, Motion Carried.**

**NEW BUSINESS:**

- **Committee Reports**
  - 1) Exhibitions & Special Event – No Report
  - 2) Education – No Report
  - 3) Museum Stewardship – No Report
  - 4) Archiving & Acquisitions – No Report
  - 5) Finance/Governance – No Report
    - a) Philanthropy Giving & Membership
  - 6) Marketing, Advertising & Social Media – No Report
  - 7) Volunteers – No Report
- **Change board meeting start time –**

It was brought to the attention of the board to consider changing the start time to 6:00 PM. Discussion.

**A motion was made by Commissioner Rogers to request City Council approval to change meeting start time to 6:00 PM, Seconded by Commissioner Marumoto. Ayes all, motion carried**

**CITIZEN COMMENTS:**

**None**

**ADJOURN:**

**Commissioner Rogers motioned to adjourn at 7:05 PM, Supported by Commissioner Adams. Ayes All, Motion Carried.**