

Owosso Historical Commission  
Regular Meeting Notice  
Monday, May 11, 2105 7:00 PM Curwood Castle

**Minutes**

- Call to order:** Meeting was called to order at 7:00 p.m.
- Present:** Elaine Greenway, Chair; Jennifer Mahoney, Vice Chair; Robert Brockway; Dennis Mahoney; Tracey Peltier; Nicholas Pidek; Dean Ebert; Robert Doran, Director
- Absent:** Adrian Montague
- Guests:** Gordon Pennington and Jaren Flynn
- Approval of Agenda:** No additions to the agenda. Dennis Mahoney moved to accept the agenda. Robert Brockway supported. Motion passed unanimously.
- Treasure's Report:** Elaine moved to accept the Treasures report. Robert Brockway supported. Motion passed unanimously. Robert Doran gave an overview.
- Approval of April Minutes:** Dennis Mahoney moved to accept the agenda. Robert Brockway supported. Motion passed unanimously.
- Citizen Comments:** Gordon Pennington spoke on the benefits of partnerships and collaborations. He expressed confidence and appreciation for Robert's and the commission's works. He talked about the benefit of working with the Cook Family Foundation. Gordon also spoke on Celebrate Saturday's event and what that might look like.
- Communications:** Nicholas noticed an error in the number of guests listed for the Castle and it was fixed to reflect a more accurate number. Robert Doran discussed the need to update the lighting in the basement of the Castle in the near future. Also, suggested making a formal presentation to the city and asking for assistance with the update.

**Directors Report:**

Robert Doran went over the budget summary and reviewed it with the commission. A list was given of missing items that moving forward would be added to the list and placed on the budget. Dennis Mahoney discussed the numbers and how the budget is tracked and expressed

concern in regards to how the city is tracking the money spent. Robert Doran discussed the positive relationship he has had with the city and how great he feels moving forward.

The possibility of receiving a gift of one of Curwood's Cabins was discussed. A donation of the cabin was being talked about with owner Dianne Conger. Placement of the cabin and how to move it was discussed. All felt this would be a great addition. An update will be given at the next meeting.

#### **OLD BUSINESS:**

A calendar of upcoming events and groups coming to the Castle was passed out to all; a brief discussion about these events took place, and the need for volunteers. Elaine provided a list of possible volunteers that she compiled. It was discussed what time slots would need to be covered at the Castle for Curwood. Robert will send out a specific sign-up sheet. The castle will be closed for the parade so all can attend.

The home tour was discussed, volunteers will be needed. Elaine asked for assistance in reaching out to the volunteers, creating a script and job description to make the calls. Robert said he would help her do that. Ad space will need to be sold. Nicholas asked to be involved in the home tour book. It was agreed that old home tour books should and will be distributed.

Nicholas did a review of the branding, logo and poster, t-shirt. An invoice was given by Nicholas for the purchase of the website hosting. A motion was made to pay the invoice. All supported.

#### **New Business:**

An update was given on the ceiling damage of the Gould House. Robert Doran will begin working on a report of the specific damage done. Both Jennifer and Elaine offered to help Robert complete the report. The report needs to be completed for insurance and Tracey asked if we could ask for a copy of the insurance policy so we had that moving forward. Robert said he would take that request to Don Crawford.

**Exhibition framing estimates were shared with the group. Curwood Festival agreed to transfer the money they donated to The Commission for Castle maintenance towards the frames / exhibition as well Don Crawford's approval for the spending of those funds on the frames. Deb Adams from Curwood supported the request, leaving the remainder for the Commission to pay Studio 52 Frame Shop. Nicholas made a motion to approve the remainder needed for framing. Jennifer supported. Motion passed unanimously.**

**Robert Doran reviewed the invoices to have all the 18 Curwood movie posters framed, discussed the quality of the work. Nicholas made a motion to approve that all 18 posters be framed. Dennis supported. Motion passed unanimously.**

A motion was placed on the table that Tracey takes the minutes at all meetings moving forward. All supported.

An executive advisory council was discussed, how to create it, who would be in it and how that might work.

A brief discussion on the pros and cons of becoming a 501(c)3 was discussed. Tracey expressed concern that funding could be very challenging without the continued support of the city. Further discussion about this will take place. Robert expressed confidence moving forward siting working with the Cook Family Non Profit group as a huge asset in taking the necessary steps.

Nicholas wants to update the POS system making it available for events. He offered to put together a package of what that would look like.

**Citizens Comments:** None

**Adjourn:** Robert Brockway made a motion to adjourn at 9:00 pm. Motion carried unanimously.