

**Owosso Historical Society
Special Meeting
June 22, 2015, 6:30 PM.
Gould House**

**For the purpose of discussing Gould House repairs, Nonprofit Network proposal
and OHC 2015 Home Tour**

Present: Tracey Peltier; Robert Brockway; Jennifer Mahoney, Vice Chair; Denis Mahoney; Nick Pidek, Elaine Greenway, Chair; Adrian Montague (arrived 20 minutes late); Dean Ebert (arrived one hour late); Robert Doran, Director

Absent: None

Guests: Gordon Pennington, Josh Adams, Loraine Austin, Chris Eveleth

Discussion:

Invoices were presented to be paid for both Ludington Electric for \$1, 269.20 for the new lighting at the Castle, as well as an invoice for Studio 52 Frame Shop for \$1,577.00 for the framing of the blueprints for the Curwood Castle Historical Exhibition, on previously approved initiatives. Exact monetary values were needed for payment. Tracey Peltier made a motion to accept. Robert Brockway supported the motion. Motion passed unanimously on each individual amount.

Repair and Restoration of Gould House was discussed.

Apparently we will not receive any funds from the insurance company holding the city's policy to repair the ceiling or any of the subsequent damage caused by the collapse. No adjuster ever came to see the damage and as of yet no explanation has been given for claim being denied. The question was asked do we have an appeal process and could we proceed with one. Although a copy of our insurance policy held by the city has been asked for, we have yet to receive it. Elaine stated she believed the repair of the damages could possibly fall under the maintenance fund held by the City of Owosso. Robert Doran expressed his opinion that it would not and Josh Adams agreed with Robert. Chris Eveleth offered to bring the entire matter up at the next City Council Meeting and ask if there are any funds that could be used for the repairs. Budgets and budgeting process was discussed in conjunction with using said finds. Chris Eveleth contributed his understanding of how the overall budget process works. Chris Eveleth offered to go to City Council and ask the above questions in regard to the insurance policy. Dennis gave his impressions of how the insurance policy may work. Nick added his concern that we as a commission need to have a very clear understanding of what our policy is and how it is structured, not only for Gould House, but for all the other historical properties under the care

of the OHC. He proposed again that we request for a copy of the insurance policy. Tracey, as well as the entire Commission brought up the same thoughts and concerns.

The Gould House repair expenses and estimates were distributed. The ceiling repair and painting – as well as refinishing the floor, cleaning and repairing the furniture, adding the electric art lighting, overall clean-up/dust/returns/etc. – was discussed and it was decided that all work would be put on hold until a complete engineering report could be completed giving the Commission a comprehensive overview, allowing us to be pro-active instead of re-active. Director Robert Doran reminded the Commission the one of earliest proposals was to engage in the process in order to achieve a sustainable, short- and long-term plan. Tracey Peltier, Nick Pidek and Elaine Greenway all expressed that this was a very important step. Lorraine Austin added that perhaps reaching out to the community and asking for input on how they felt about the house and if they would lend support towards maintenance, repairs, renovation and restoration. Gordon Pennington discussed capacity building and sustainability in regard to creating a sustainable plan for all the historical structures. Director Robert Doran concurred, adding that many all of the projects which he is currently driving have been leading up to sustainability and a “master plan” for the OHC. Robert then briefly mentioned these projects including the recent OHC rebranding process, the new web site, the on line collaborative curriculum, enrolling the OHC in the Cook Foundation Nonprofit Capacity Building initiative, bringing representatives from the Henry Ford to see our historical community assets and give advice on how to become more effective at both engaging the public and creating more vibrant and sustainable exhibits, inviting most of the Shiawassee County nonprofit historical entities to form a loose confederation which is leading toward leveraging marketing assets, joint exhibitions and events; eventually leading to an overall “county wide” rebranding process, and finally creating and managing a series of revolving historical exhibitions to showcase the assets of the OHC and the City of Owosso. Chris Eveleth again discussed going to City Council and asking if the ceiling or a portion of the ceiling expense could be covered under the Building and Maintenance fund that the City of Owosso maintains.

Josh Adams recommended partially opening the Owosso Room of Gould House during the Home Tour in order to further engage the public in the fundraising, renovation and restoration process.

A motion was brought by Tracey Peltier to move forward with the engineering report, putting a hold on all structural work until such engineering report dictates the scope of the renovation and restoration. Nick Pidek supported the motion. Motion passed unanimously.

Robert Doran presented the consulting services proposal from the Nonprofit Network, which is intended as Phase I in the discussion of the OHC moving towards a 501(c)3. Robert stated that his recent experience with the Cook Foundation’s Nonprofit Capacity Building initiative has been extremely instructive and informative as we move forward in any professional capacity. Lorraine was asked to give her feedback and experiences from working directly with them in the past with Friends of the Shiawassee River. She also found it to be an excellent, thoroughly

professional and informative process. Robert Doran expressed confidence that the current Commission has both the emotional and professional equity, the drive and the correct mind set to engage in this type of process. Robert Doran has started writing a Technical Assistance Grant through The Cook Family Foundation for the funds to move forward with the proposal. **Nick Pidek expressed concern about using the Nonprofit Network asking questions about best practices, methods and current models, and whether they would be the best fit of our organization. Adrian Montague shared the possibility of using "The Best Project," but was unsure of their expertise. Adrian also expressed that there were several other avenues and possible sources for this kind of process. Nick and Adrian will do research to determine if the Nonprofit Network is our best choice, and offered to bring other agencies that will provide a similar process and deliverables. They will contact the Commission via email with any information before the July 13 meeting so we can consider other possibilities and make an informed vote.**

The OHC 2015 Home Tour was discussed. Elaine and Robert went over all the homes already on the tour and gave some brief information. The home tour budget is \$5,000. (Please see attachment for detailed information of duties and responsibilities of Commission members for the 2015 Home Tour.)

Saturday at 2:00 some of the commission offered to work with Elaine on the flower beds at The Gould House.

Tracey motioned to adjourn the meeting. Nick supported. Meeting adjourned at 8:11 PM.

2015 HOME TOUR Committees

Elaine – Home Tour Chairperson: Oversees all aspects of the tour, working within the budget determined (\$5,000) to present a successful home tour. Chairperson will coordinate all functions with OHC Director Robert Doran as well as the chairs of each committee.

Elaine, Jennifer and Denise – Host/Hostess coordinator – recruit hostesses. Train hosts and hostesses of the history and notable items unique to each house. In some past home tours a head hostess was appointed at each home to assist in training the hosts and hostesses for that home.

Elaine, Jennifer and Denise – Volunteers. Volunteers will be needed for each committee. When calling we will put them in groups where they will be most useful, keeping in mind that for the Home Tour we will need at least 12 hosts and hostesses for each home. We will have our first host and hostess orientation meeting the third week in July (exact date to be determined.) After which the chairs are free to have their own meetings. They will simultaneously report to the Tour Chair and the Director.

Robert – Historian. Research the history of the homes on tour for the tour booklet and work with the Host/Hostess coordinator sharing any interesting items that could be mentioned by host/hostesses.

Michael Paine & Robert – Photography. Responsible for taking pictures needed for the home tour booklet and candid shots throughout the day of the tour.

Robert, Nick, Gordon, Jerrin – PR and Marketing. Market, promote and sell the tour both locally, regionally and state wide.

Independent Newspaper, Robert & Nick – Ticket booklet and ads. Nick and Robert will be working with the designer at the Independent to assure brand equity. They will work with the Independent to complete the ticket tour booklet that will showcase the properties and events of the tour.

Robert & Nick – online sales through the web site.

Robert Brockway, Adrian, Dean, Erin P. - Day of Ticket sales Responsible for processing tickets day of home tour sales. Tickets will be sold at Gould House and Woodard Pay Master Building. Responsible for making sure that tour booklets are available for sale at least one month prior to Home Tour at The Castle and The Shiawassee Arts Council.

Elaine – Sponsorships – Recruit sponsors to underwrite events.

Elaine, Jerrin – Flowers and props. Fresh flower arrangements will be donated by local flower shops. This volunteer will work with the homeowners and floral shops. They will coordinate delivery of flowers, house numbers, booties, ribbons, and other props as needed to each homeowner and head host/hostess.

Jennifer, Tracey, Elaine, Carolyn – Gould House Tea Party. Arrange, create and coordinate the tea party at the Amos Gould House on the day of the tour. This will be coordinated in tandem with the Director's Historical Exhibition. Tea Party runs from 1-3.

Robert & Nick – Website development coordinators.

Robert & Nick – signage.

Robert, Adrian – Facebook page. Coordinate to update all three FB pages on a regular basis leading up to the Home Tour

There are many areas of work. Some of us will be doing two and three jobs and working with others on various committees.

Tracey – Event Chair. Will arrange for entertainment at various sites throughout tour day relevant to that site.

Dennis, Dean - Antique Car Show. Cars will be lined up in front of Gould House, on Gould House lawn and Fayette in Square Park lawn.

Robert and Elaine – In July (date to be determined) we will meet with each homeowner to decide what will be shown in each home, how many docents are needed, and where they will be placed. We always encourage the homeowners to have family and friends at the home as docents. This makes it more personal and interesting to our visitors.

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This is a lot of work and a lot of fun. We're looking for a banner year in profits. There are a lot of projects where that money can go.