



**Regular Meeting of the Owosso Historical Commission**

**Minutes of October 14, 2025 – 6:00 P.M. at Owosso City Hall**

PRESIDING OFFICER: Chairman Lance Little

MEMBERS PRESENT: Commissioners Elaine Greenway, Robert Hooper, and Debra Adams

MEMBERS ABSENT: Commissioners Christopher Owens and Steve Teich

CHAIRMAN LITTLE CALLED THE MEETING TO ORDER AT 6:00 P.M.

**APPROVE MINUTES – September 8, 2025**

Motion by Commissioner Greenway to approve the minutes as presented, supported by Commissioner Adams.

Approved by voice vote

**APPROVE AGENDA – October 14, 2025**

Motion by Commissioner Adams to approve the agenda as presented, supported by Commissioner Hooper.

Approved by voice vote

**ITEMS OF BUSINESS**

Architect for Curwood Castle repairs: Amy Fuller presented proposals from two architectural firms. Motion by Commissioner Adams to hire H2A Architects in the amount of \$20,600. Supported by Commissioner Hooper, passed by voice vote.

Owosso Time Traveler: Chairman Little updated the Commission on this project. He suggested creating a subcommittee that would work on the Owosso Time Traveler and reviewed both a project plan and a contract with Michigan Technological University. Motion by Commissioner Greenway to create a subcommittee for the Owosso Time Traveler. The motion was supported by Commissioner Hooper and passed by voice vote. Motion by Commissioner Greenway to approve the project plan. The motion was supported by Commissioner Hooper and passed by voice vote. The motion was made by Commissioner Adams to approve the contract with MTU with the addition of a clause stating that the Commission would not have to pay any facility or administrative fees. The motion was supported by Commissioner Hooper and passed by voice vote.

Transfer of Assessing Rolls: Amy Fuller shared that the Historic Appreciation Committee is recommending the transfer of the city's assessment rolls from 1183-1899 to the State of MI Archives. The State Archives has the capacity to store them safely and make them available for research. Motion by Commissioner Adams to transfer the records to the archives. The motion was supported by Commissioner Greenway and passed by voice vote.

Holidays at the Castle: The Commission set a date to decorate Curwood Castle (11/20 at 10 am), decided to purchase a new Christmas tree (Deb Adams is responsible), and discussed the holiday party. The annual event will take place on December 11 from 5:30 to 8:30. Denice Grace will create a flyer and Facebook event. Elaine Greenway will be responsible for food and beverages.

Storage Unit: The Commission set a date (10/29) to meet at their storage unit and sort items. They discussed finding an appropriate location for the two display cases they have and also discussed a possible future vintage sale. No decisions were made.

### **COMMITTEE REPORTS**

Building and Grounds Committee: No updates other than the architect contract from items of business.

Historic Appreciation Committee: No updates other than the Time Traveler and transfer of assessment rolls from items of business.

The Home Tour Committee: No updates.

Educating our Youth Committee: Commissioner Adams discussed their most recent meeting.

### **FINANCIAL REPORTS:**

Amy Fuller reviewed the Commission's revenue and expense report.

Denice Grace reported on the September numbers for Curwood Castle.

### **PUBLIC COMMENT PERIOD:**

Denice Grace requested a volunteer to work at Comstock Cabin on 10/16 for a large group tour. Commissioner Adams volunteered.

### **COMMISSIONER COMMENTS**

None

NEXT MEETING: Monday, November 10, 2025, 6:00 p.m.

### **ADJOURNMENT**

Chairman Little adjourned the meeting at 7:50 p.m.

Respectfully submitted by:

Amy Fuller, Assistant City Manager