



OWOSSO HISTORICAL COMMISSION

June 9, 2025, at 6:00 p.m. at Owosso City Hall

Call to order:

Roll Call

Present:

Absent:

Agenda and Minutes:

Motion to approve May 12, 2025, minutes

Motion to approve June 9, 2025, agenda

Agenda Items:

Educating our Youth Committee: goal setting

Air Conditioning: approve bid

Committee Reports

Building and Grounds Committee: Set date for next meeting

Historic Appreciation Committee: Set date for next meeting

Home Tour Committee: Set date for next meeting

Educating our Youth Committee:

Financial Report

Revenue and Expense Report by A. Fuller

Castle Financial Report by D. Grace

Public Comment

Commissioner Comment

Next Meeting: Monday, July 7, 2025

Adjourn



Regular Meeting of the Owosso Historical Commission

Minutes of May 12, 2025 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chairman Little

MEMBERS PRESENT: Commissioners Elaine Greenway, Bill Moull, Christopher Owens, Steven Teich, and Vice Chair Adams

MEMBERS ABSENT: Robert Hooper

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

APPROVE MINUTES – April 14, 2025

Motion by Commissioner Owens to approve the minutes as presented, supported by Commissioner Moull.

Approved by voice vote

APPROVE AGENDA – May 12, 2025

Motion by Commissioner Greenway to approve the agenda as presented, supported by Commissioner Teich.

Approved by voice vote

ITEMS OF BUSINESS

Historic Appreciation Committee: This committee is chaired by Commissioner Greenway. Debra Adams and Lance Little will also serve on this committee. There was discussion on prioritizing the historic artifacts at City Hall and in storage. Chairman Little discussed the possibility of putting together a historic Owosso calendar.

Air Conditioning: Amy Fuller shared information on quotes for air conditioning. The Commission discussed the benefits of each option. Motion by Commissioner Owens to have staff put out to bid the installation of two floor-mounted mini-splits consistent with the proposal presented to the Commission, supported by Commissioner Teich. Passed by voice vote.

FINANCIAL REPORTS:

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

Denice Grace reported on the April numbers for Curwood Castle

PUBLIC COMMENT PERIOD: None

COMMISSIONER COMMENTS

Commissioner Teich: Asked if the buildings could be open for the Up Cycle event at the Arts Center in the park, on August 15 from 7-8 pm. Commissioner Owens volunteered to find volunteers to staff the buildings.

Commissioner Adams, thanked Amy Fuller, Christopher Owens, and Steve Teich, for doing the work on the air conditioning.

Commissioner Little asked if the buildings are ready for Curwood.

NEXT MEETING: Monday, June 9, 2025, 6:00 p.m.

ADJOURNMENT

Commissioner Owens moved to adjourn the meeting. Commissioner Moull supported. The voice vote was unanimous to adjourn the meeting at 7:04 P.M.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

PERIOD ENDING 06/30/2025

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 06/30/2025 INCREASE (DECREASE)	NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - HISTORICAL FUND						
Revenues						
Dept 000 - REVENUE						
297-000-540.000	STATE SOURCES	0.00	0.00	0.00	0.00	0.00
297-000-643.000	SALES	3,000.00	3,359.00	0.00	(359.00)	111.97
297-000-665.000	INTEREST INCOME	3,000.00	3,621.78	0.00	(621.78)	120.73
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,134.00	1,134.00	0.00	0.00	100.00
297-000-667.100	RENTAL INCOME	0.00	0.00	0.00	0.00	0.00
297-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
297-000-674.100	PRIVATE DONATIONS	19,775.00	15,764.00	0.00	4,011.00	79.72
297-000-674.200	DONATIONS	5,411.00	5,410.66	0.00	0.34	99.99
297-000-675.000	MISCELLANEOUS	1,000.00	1,001.96	0.00	(1.96)	100.20
297-000-699.101	TRANFERS FROM GENERAL FUND	252,193.00	247,818.00	0.00	4,375.00	98.27
Total Dept 000 - REVENUE		285,513.00	278,109.40	0.00	7,403.60	97.41
TOTAL REVENUES		285,513.00	278,109.40	0.00	7,403.60	97.41
Expenditures						
Dept 797 - HISTORICAL COMMISSION						
297-797-702.200	WAGES	15,331.00	12,969.23	0.00	2,361.77	84.59
297-797-702.300	OVERTIME	0.00	0.00	0.00	0.00	0.00
297-797-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00	0.00
297-797-715.000	SOCIAL SECURITY (FICA)	1,173.00	992.16	0.00	180.84	84.58
297-797-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
297-797-717.000	UNEMPLOYMENT INSURANCE	15.00	6.89	0.00	8.11	45.93
297-797-719.000	WORKERS' COMPENSATION	61.00	38.50	0.00	22.50	63.11
297-797-728.000	OPERATING SUPPLIES	1,000.00	1,062.94	0.00	(62.94)	106.29
297-797-729.000	FINANCIAL INSTITUTION FEES	1,100.00	656.97	0.00	443.03	59.72
297-797-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	3,750.00	3,652.33	0.00	97.67	97.40
297-797-810.000	INSURANCE & BONDS	3,021.00	3,020.71	0.00	0.29	99.99
297-797-818.500	AUDIT	581.00	581.00	0.00	0.00	100.00
297-797-930.000	BUILDING MAINTENANCE	2,400.00	980.38	0.00	1,419.62	40.85
297-797-961.000	MISCELLANEOUS	3,005.00	3,510.25	0.00	(505.25)	116.81
297-797-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
Total Dept 797 - HISTORICAL COMMISSION		31,437.00	27,471.36	0.00	3,965.64	87.39
Dept 798 - CASTLE						
297-798-702.200	WAGES	500.00	29.07	0.00	470.93	5.81
297-798-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00	0.00
297-798-715.000	SOCIAL SECURITY (FICA)	38.00	2.22	0.00	35.78	5.84
297-798-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00
297-798-718.200	SOCIAL SECURITY (FICA)	0.00	1.74	0.00	(1.74)	100.00
297-798-719.000	WORKERS' COMPENSATION	32.00	2.75	0.00	29.25	8.59
297-798-728.000	OPERATING SUPPLIES	2,500.00	2,401.88	0.00	98.12	96.08
297-798-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00
297-798-920.000	UTILITIES	6,436.00	4,828.32	0.00	1,607.68	75.02
297-798-930.000	BUILDING MAINTENANCE	11,000.00	3,987.02	0.00	7,012.98	36.25
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAINTENANCE	1,000.00	607.02	0.00	392.98	60.70
297-798-961.000	MISCELLANEOUS	300.00	0.00	0.00	300.00	0.00

PERIOD ENDING 06/30/2025

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	06/30/2025 (ABNORMAL)	MONTH 06/30/2025 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 297 - HISTORICAL FUND						
Expenditures						
Total Dept 798 - CASTLE		21,806.00	11,860.02	0.00	9,945.98	54.39
Dept 799 - GOULD HOUSE						
297-799-702.300	OVERTIME	0.00	0.00	0.00	0.00	0.00
297-799-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00	0.00
297-799-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00
297-799-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00
297-799-716.500	DISABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
297-799-718.200	DEFINED CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
297-799-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00	0.00
297-799-920.000	UTILITIES	350.00	349.59	0.00	0.41	99.88
297-799-930.000	BUILDING MAINTENANCE	32.00	31.82	0.00	0.18	99.44
297-799-930.200	BLDG MAINTENANCE	0.00	0.00	0.00	0.00	0.00
297-799-940.000	EQUIPMENT RENTAL	37.00	36.81	0.00	0.19	99.49
297-799-961.000	MISCELLANEOUS	2,000.00	960.00	0.00	1,040.00	48.00
Total Dept 799 - GOULD HOUSE		2,419.00	1,378.22	0.00	1,040.78	56.97
Dept 800 - COMSTOCK/WOODARD						
297-800-930.000	BUILDING MAINTENANCE	4,200.00	541.04	0.00	3,658.96	12.88
Total Dept 800 - COMSTOCK/WOODARD		4,200.00	541.04	0.00	3,658.96	12.88
TOTAL EXPENDITURES		59,862.00	41,250.64	0.00	18,611.36	68.91
Fund 297 - HISTORICAL FUND:						
TOTAL REVENUES		285,513.00	278,109.40	0.00	7,403.60	97.41
TOTAL EXPENDITURES		59,862.00	41,250.64	0.00	18,611.36	68.91
NET OF REVENUES & EXPENDITURES		225,651.00	236,858.76	0.00	(11,207.76)	104.97

CASH SUMMARY BY FUND FOR CITY OF OWOSSO
FROM 07/01/2024 TO 06/05/2025
FUND: 297
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2024	Total Debits	Total Credits	Ending Balance 06/05/2025
297	HISTORICAL FUND	58,420.25	567,459.93	330,151.39	295,728.79

May 2015 - 2024 Curwood Castle Monthly Comparison

	Adults	Children	Admissions	Gift Shop	Donations	Totals
2015	290	207	\$1,647.00	\$260.00	\$34.00	\$1,941.00
2016	233	67	\$1,235.00	\$301.00	\$100.00	\$1,636.00
2017	190	64	\$969.00	\$134.00	\$0.00	\$1,103.00
2018	148	130	\$783.00	\$317.00	\$30.00	\$1,130.00
2019	299	234	\$1,121.00	\$360.00	\$45.00	\$1,526.00
2020						
2021	260	73	\$1,040.00	\$317.00	\$49.00	\$1,406.00
2022	216	46	\$1,196.00	\$551.00	\$7.00	\$1,754.00
2023	277	53	\$1,489.00	\$498.00	\$60.00	\$2,047.00
2024	320	87	\$1,762.00	\$356.00	\$100.00	\$2,218.00
2025	279	73	\$1,541.00	668	\$10.00	\$2,219.00

Curwood Castle Financial Report - May 2025

			Cash		Square			
Date	Adults	Kids	Admits	Gift Shop	Admits	Gift Shop	Donations	Deposits
5/1/2025	5	1	\$17.00		\$10.00			
5/2/2025	11	2	\$34.00	\$32.00	\$25.00	\$12.00		
5/3/2025	2		\$10.00			\$20.00		
5/4/2025	17	3	\$64.00	\$27.00	\$27.00	\$10.00		
5/5/2025								
5/6/2025	3	2	\$19.00					
5/7/2025	10		\$50.00	\$15.00				
5/8/2025	4		\$20.00	\$5.00				
5/9/2025	30	5	\$87.00	\$5.00	\$73.00	\$37.00		
5/10/2025	27	12	\$122.00	\$21.00	\$37.00	\$229.00		
5/11/2025	31	11	\$120.00	\$5.00	\$57.00	\$37.00		
5/12/2025								
5/13/2025	4		\$10.00		\$10.00			
5/14/2025	11	2	\$25.00		\$34.00	\$5.00		
5/15/2025	2				\$10.00			
5/16/2025	3	1	\$17.00	\$54.00				
5/17/2025	6	1	\$22.00	\$5.00	\$10.00			
5/18/2025	16	6	\$27.00		\$65.00	\$12.00		
5/19/2025								
5/20/2025	4	1	\$22.00	\$5.00				
5/21/2025	5	1	\$27.00					
5/22/2025	1		\$5.00			\$15.00		
5/23/2025	7	2	\$32.00		\$7.00			
5/24/2025	24	13	\$85.00	\$5.00	\$61.00	\$63.00		
5/25/2025	21	2	\$79.00		\$30.00	\$20.00		
5/26/2025								
5/27/2025	4	1	\$10.00		\$12.00			
5/28/2025	4	2	\$19.00		\$5.00			
5/29/2025	3		\$15.00					
5/30/2025	6		\$30.00			\$12.00		
5/31/2025	18	5	\$51.00		\$49.00	\$17.00	\$10.00	
Cash Total			\$1,019.00	\$179.00				\$1,198.00
Credit Total					\$522.00	\$489.00	\$10.00	\$1,021.00
Totals	279	73						\$2,219.00

May 2025 Curwood Castle Gift Shop Report

Item	Price	Number Sold	Square	Cash
Blueprint T-shirt Child L	\$15.00			
New Castle T-Shirt - Adult S	\$15.00	4	\$45.00	\$15.00
New Castle T-Shirt - Adult M	\$15.00	2	\$15.00	\$15.00
New Castle T-Shirt - Adult Large	\$15.00	2	\$30.00	
New Castle T-Shirt - Adult X Large	\$15.00	2	\$15.00	\$15.00
New Castle T-Shirt - Adult 2XL	\$17.00	1	\$17.00	
New Castle T-Shirt - Adult 3XL - 5 XL	\$17.00			
Book- Bear - reprint	\$12.00	1	\$12.00	
Book - Kazan - Reprint	\$12.00	2	\$24.00	
Books -Vintage	\$12-\$20	19	\$240.00	\$68.00
Book -My Adventure to Curwood Castle	\$10.00	2	\$20.00	
Book - Mystery at Curwood Castle	\$10.00			
Curwood Castle Ornament	\$10.00			
Curwood Castle Glass Block	\$10.00			
Coaster - Curwood Statue	\$4.00			
Souvenir Book - Gray	\$5.00	7	\$15.00	\$20.00
Glasses - Comstock Cabin	\$5.00	1		\$5.00
Glasses - Curwood Home	\$5.00			
Glasses - Gould House	\$5.00			
DVD - The Bear	\$20.00			
Postcards	\$1 / \$5	8	\$1.00	\$6.00
Curwood Castle Teddy Bear	\$10.00	2	\$10.00	\$10.00
Mary Anderson Watercolor print	\$10.00	1	\$10.00	
Richard Harsh Curwood Castle Park Drawing	\$10.00	1	\$10.00	
Castle magnets	\$5.00	8	\$15.00	\$25.00
Castle ornaments	\$10.00	1	\$10.00	
TOTALS			\$489.00	\$179.00