



**OWOSSO HISTORICAL COMMISSION**  
THE CURWOOD COLLECTION

**Regular Meeting of the Owosso Historical Commission**

**Minutes of February 12, 2024 – 6:00 P.M. at Owosso City Hall**

PRESIDING OFFICER: Chair Mark Erickson  
MEMBERS PRESENT: Vice-Chair Debra Adams, Commissioners Susan Osika, Bill Moull and Robert Hooper  
MEMBERS ABSENT: Commissioners Greenway and Little.  
OTHERS PRESENT: Amy Fuller, Assistant City Manager and Denice Grace, Castle Docent

CHAIR ERICKSON CALLED THE MEETING TO ORDER AT 6:00 P.M.

**APPROVE MINUTES – January 8, 2024**

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

Passed by voice vote.

**APPROVE AGENDA – February 12, 2024**

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

Passed by voice vote.

**ITEMS OF BUSINESS**

Gould House Updates: The Commission discussed the work they had completed packing and cleaning at the Gould House over the last month and ideas for selling or donating certain items. Chairman Erickson summarized a meeting he, Commissioner Little and Amy Fuller had with a representative from the State Archives.

Castle Exterior Cleaning: Amy Fuller presented a quote to have the exterior of the Castle and both interior and exterior windows cleaned for \$1,780. Motion by Commissioner Osika to approve the expense. Motion supported by Commissioner Hooper. Passed by voice vote.

Curwood Book Inventory: Amy Fuller shared the book inventory compiled by the Castle Docent along with a plan to keep a certain number of each title in the special collection and move the remaining books into the gift shop.

Motion by Commissioner Osika to approve the plan. Motion supported by Commissioner Moull. Passed by voice vote.

Budget discussion: the Commission discussed items they would like to see included on the 2024-25 FY budget. These items included:

- Adding a line item for events (Christmas party and Home Tour) and a line item for stocking the gift shop.
- Painting the Paymaster building.
- Rebuilding the back steps on Comstock Cabin.
- Repairing/replacing the Christmas style lights on the Castle and adding them to Comstock Cabin.
- Landscaping at the Castle

Home Tour 2024: Commissioner Osika shared an update on Home Tour planning. She shared that tickets will be \$25 and that the committee plans on partnering with the Independent to print the booklets.

**FINANCIAL REVIEW AND DISCUSSION:**

Amy Fuller provided the most recent revenue and expense report. She also reported that the pest company had completed their work at Comstock Cabin.

**PUBLIC COMMENT PERIOD**

None.

**COMMISSIONER COMMENTS**

Amy Fuller shared that she will be reviewing the Castle Docent job description would like to hire an additional docent to help cover the weekends and an occasional week day shift. This will allow for the head docent to take time off when needed.

**NEXT MEETING:** Monday, March 11, 2024

**ADJOURNMENT**

Commissioner Osika moved to adjourn the meeting. Commissioner Hooper supported. The voice vote was unanimous to adjourn the meeting at 7:03 P.M.

Respectfully submitted by:  
Amy Fuller, Assistant City Manager