

OWOSSO HISTORICAL COMMISSION

Regular Meeting Minutes

December 14, 2020 – 6:00 p.m. to 8:50 p.m. via Zoom

Call to order: Dave Acton, Vice-Chair called the meeting to order at 6:04 p.m.

Roll call:

Present: Vice-Chair Acton, Commissioner and Mayor Pro-Tem Osika, Commissioner Erickson, Commissioner Galloway, Commissioner Wilson, Commissioner Sara Adams, Ex-officio Commissioner Josh Adams, and Executive Director Albert Martenis



OWOSSO HISTORICAL COMMISSION
THE CURWOOD COLLECTION

Absent: Commissioners, Flayer, Jacobs, Rogers

Agenda and Minutes:

Review and motion to approve the 11/9/2020 minutes:

Motion to approve the 11/9/20 OHC minutes with corrections by Commissioner Osika, second by Commissioner Erickson, ayes all, motion carried

Review and motion to approve the 12/14/2020 agenda:

Motion to approve the 12/14/20 OHC agenda with a re-ordering of the items of business and adding one, by Commissioner Osika, second by Commissioner Sara Adams, ayes all, motion carried.

Items of business:

1. Financial Review, discussion, and motion to approve the check register:

Motion to approve the check register as presented by Commissioner Wilson, second by Commissioner Osika, ayes all, motion carried.

2. Review of status of 2020-2021 budget – year to date income vs. expenses:

Discussion ensued; “no surprises” on track to end year in black pending ongoing diligent control

3. Selection of Mayotte LLC to be architect for initial Gould house capital improvement plan using funds from millage approval (roof, gutters, soffits, downspouts):

Motion to approve selection of Mayotte LLC by Commissioner Erickson, second by Commissioner Osika, ayes all, motion carried.

4. Update on Ludington electrical work on Castle (critical path for re-opening Castle)

Discussion ensued; an additional “walk-through” will be conducted with Carl Ludington of Ludington Electric to provide clarification on the work that needs to be done

5. Update on the plan to preserve Owosso’s Historic Assets:

Discussion ensued on a Power Point presentation Commissioner Wilson provided on the vision for this activity; there will be additional updates at each meeting as his plan moves forward toward a decision and motion to approve the plan

6. Archiving and Cataloging:

Discussion ensued about the way forward on Archiving and Cataloging including the fact that Commissioner Galloway will take on this responsibility now that Commissioner Flayer has stepped down

7. By-law change:

Motion to approve a by-law change establishing OHC meeting participation and other factors was made by Commissioner Sara Adams, second by Commissioner Erickson, ayes all, motion carried

8. Approval of employment agreement for Executive Director Albert Martenis III covering the period from January 1st, 2021 to June 30th, 2022:

Motion to approve the employment agreement made by Commissioner Erickson, second by Commissioner Osika, ayes all, motion carried.

9. Approval of OHC Results Planning Table from January 2021 through June 2022

Motion by Commissioner Sara Adams, second by Commissioner Erickson, ayes all, motion carried

10. Approval of job description for Executive Director Albert Martenis III covering the dual role positions of Executive Director of the Owosso Historical Commission (OHC) and the Executive Director of the non-profit arm of the OHC, Castle City Museums (CCM):

Motion by Commissioner Sara Adams, second by Commissioner Erickson, ayes all, motion carried

11. Engagement by CCM Board and Executive Director with the Cook Family Foundation for the purpose of non-profit capacity building:

Motion by Commissioner Osika, second by Commissioner Erickson, ayes all, motion carried

Commissioner Comments: Commissioners Osika, Sara Adams, Wilson, and Erickson made several comments regarding the meeting (long but a lot was accomplished), better use of Roberts's rules of order, clearly identifying the items of business and voting on them rather than just discussing them if possible, Having the Governance Committee focus on presenting candidates to fill the open Commission seats and the Chair position.

Adjourn: The meeting was informally adjourned at 8:50 p.m.

