

OWOSSO HISTORICAL COMMISSION
Regular Meeting Minutes
October 2, 2017, 7:00 PM Curwood Castle



CALL TO ORDER: CHAIRPERSON CAROL VAUGHN CALLED THE MEETING TO ORDER AT 7:00 PM.

PRESENT: CHAIRPERSON CAROL VAUGHN, COMMISSIONER CAROLYN EBERT, CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY, COMMISSIONER ROBERT BROCKWAY, COMMISSIONER ANNIE LUDINGTON, COMMISSIONER HEATHER QUINN

ABSENT: VICE CHAIR TRACEY PELTIER, COMMISSIONER KAREN MARUMOTO, COMMISSIONER SARAH ADAMS, AND COMMISSIONER JENELLE STEELE-ELKINS.

APPROVAL OF AGENDA: COMMISSIONER ROBERT BROCKWAY MOVED TO APPROVE THE AGENDA, SECONDED BY COMMISSIONER CAROLYN EBERT. AYES ALL, MOTION PASSED.

CONSENT AGENDA:
September 11 Minutes; Treasure's Report: OHC Revenues and Expenditures, Curwood Castle Admissions and Financials, Curwood Castle Gift Shop Sales, OHC Check Register and OHC Balance Sheet

CITY COUNCIL REPRESENTATIVE ELAINE GREENWAY MOVED TO APPROVE THE SEPTEMBER 11 MINUTES, CURWOOD CASTLE ADMISSIONS, FINANCIALS AND CASTLE GIFT SHOP SALES, AND THE OHC CHECK REGISTER. ***DUE TO OUTSTANDING ISSUES WITH THE FINANCIALS, THE COMMISSION WILL NOT APPROVE OHC REVENUES AND EXPENDITURES OR THE OHC BALANCE SHEET UNTIL A MEETING WITH CITY MANAGER AND FINANCIAL DIRECTOR CAN BE ARRANGED; FUTURE MEETING TO BE DETERMINED.*** COMMISSIONER HEATHER QUINN SECONDED. AYES ALL, MOTION CARRIED.

CITIZEN COMMENTS: NONE

COMMUNICATIONS: NONE

OLD BUSINESS:

Home Tour Report and Financials – the Commission reviewed the financials from the 2017 Home Tour. (Please see attached Income and Expense statement.)
Update on Paintings – Two paintings are currently with the restorer, and will be completed by the end of November. The Commission is still very concerned over how the paintings are going to be paid for, since the paintings from last fiscal year have yet to be settled.
Update on Financials: There are still discrepancies and open questions from 2016/2017 financials that require further discussion with the Financial Director and the City Manager
Review 2014 through September 17 Castle Attendance and Financials: This report was reviewed by the Commission and the Exhibitions Committee will come back at the next regular OHC meeting with ideas on how to increase attendance at the Castle. (This report was included in the Consent Agenda)

NEW BUSINESS:

ELAINE GREENWAY LEFT THE MEETING AT 7:21 PM

Review Strategic Plans and Committees: Director Doran distributed the final version of the various Committees and Committee structures. This included the committee descriptions and goals from the June OHC meeting along with the goals from our Strategic Plan. The next step is for each standing committee to meet during the month of October and return with short and long term goals and initiatives at the regular November OHC meeting. A part of the discussion was dedicated to next steps as they relate the completion of the 501(c)3 status.

Review December 7 OHC Holiday Party and Silent Auction goals: A committee was formed of the following board members: Karen Marumoto, Tracey Peltier and Robert Brockway as Co-Chairs. This committee will meet during the week of October 2.

Curwood Highlander – October 28: On October 28 the SRI is bringing 400 people into Owosso on the 1225. Director Doran is working with the SRI to create an “experience” for these visitors. Members of the Commission agreed to be “on call” for this event.

Robert Doran – new contract – the Commission discussed the pros and cons of Robert Doran’s proposed contract. A decision will be made by Robert in the near future whether or not to sign the contract.

CITIZEN COMMENTS:

NONE

ADJOURN:

CHAIRPERSON CAROL VAUGHN MOVED TO ADJOURN AT 8:10 PM, SECONDED BY COMMISSIONER HEATHER QUINN. AYES ALL, MOTION PASSED