

HARTLAND AREA HISTORICAL SOCIETY
BOARD MEETING MINUTES
April 8, 2013

- I. **Board Members Present:** , Hildy Foley ('13), Barbara Krueger ('15), Bill McDevitt ('13), Mike Forster ('15), Diana Wells, Janet Frick ('15), John Wiese ('13), Margaret Melville ('14)

Also Present: Bob Ruby

Members Absent: Shyrl Cone ('14)

The meeting was called to order at 7:05 pm.

- II. **Opening Remarks -President (Hildy Foley):** Hildy Foley discussed the need for a "crash bar" for the back door that can be opened for the inside (the door will not accommodate a traditional knob mechanism). The key for the outside will utilize the same key as the front door. The project will cost \$600, but then we will be in compliance with fire regulations.

We have an audit committee: Harold Winegarner (chairperson), Pat Schleh and John Wiese.

In May, we will have a military display. If anyone has memorabilia to lend, see Mike Forster. In June, there will be a bridal display, featuring gowns donated by Janet Frick and Connie Powell. If anyone else wants to bring gowns to show, they may do so. Diana Wells asked about bringing artifacts from the gala and Hildy said that would be fine. In July, there will be a 1983 display, courtesy of Bill McDevitt. We will have our ice cream social as well.

We got a \$220 donation from the Hartland Women's Club. Hildy has written a thank you note.

- III. **Approval of Minutes from March 11, 2013 Meeting - Secretary (Shyrl Cone):** Barb Krueger brought up the end-of-term notes and said that she liked the format but wanted to verify that the information was accurate. Information regarding those dates was passed out. Diana Wells' position is appointed and will not be an elected one. Barbara Krueger made a motion to accept the minutes. Hildy Foley seconded it. The motion carried.

- IV. **Financial Report - Treasurer (Barbara Krueger):** Barb Krueger reported she and Dick Krueger have gone through most of the material and organized our finances. It is a work in progress. She had a question about our fiscal year ending in May, and statements coming in the middle month. Hildy Foley suggested she check with Harold Winegarner about that and mentioned that he would be setting up a bookkeeping system. Margaret Melville suggested that he might be able to get information from the bank as chairperson of the audit committee. Barb discussed the need for an inventory and log for sales and addressed the possibility of needing more inventory if things go well for Diana taking items to sell to her office. Hildy mentioned the bank statement as of April 3rd was \$2,939.78. She listed the items on the statement, and said that the current checking balance is \$2,939.78, if nothing has been deposited and no checks have been written. Barb said that she is trying to set up online access. \$15,502.88 is in our money market account. Diana

recommended tabling the financial report. Hildy said she would give Harold a letter so that he can go to the bank and get any financial information he needs.

- V. Vice President's Report (Bill McDevitt):** Bill McDevitt addressed his reunion. He has gotten good response. His goal is to get people into the museum and generate donations. No one has gotten a picture of the Nordic Ice Arena. Godfrey Hart's grandson visited a few weeks ago (Norman Keesler), and he e-mailed some photos of Godfrey Hart's children and a postcard of the village that we didn't have.

Bill got a phone call from Sherry Gallagher at Tyrone Township, and he was told there is a tour of the county courthouse on May 9th at 1:00 p.m. If interested, the phone number is 810-629-9715.

Bill said that the outside spigot has been on probably all winter. He and John have both shut it off many times, but it keeps getting turned on. This will need to be addressed.

- VI. Curator's Report (Mike Forster):** Mike received some finger tip towels from Roger Pettys that were made at Cromaïne Crafts and are now in the collection. Hildy mentioned that pictures of the loom were redone by Dan and Carol Mazik, and they are rehung. They need to be framed and supported. Diana Wells pointed out that the labels are unreadable and need to be brought down. Margaret suggested rotating pictures.

- VII. Editor's Report (Diana Wells):** Diana Wells and Bob Ruby are corresponding with Martin Reader in Hartland, England, and we are exploring connections. He found us through searching for England. Diana suggested putting something in the newsletter about this.

She has compiled a timeline of when the newsletters need to be mailed and when the deadlines for information for them. Diana needs any information tonight for the next newsletter. She said she needed the trustees and something from Bill, and both issues will be addressed within the next three days. Barb Krueger mentioned that there was a three-line statement from each nominee at the meeting and may be something for next year. Diana reviewed the contents of the newsletter that will be ready to go at the May meeting. The summer newsletter is mailed the first week of July, and she needs any information for that by the June meeting. Photographs should be sent digitally, in jpeg file format (300 dpi or higher).

She is going to put postcards in each agent's boxes at work to try to sell some books. She could do a poster to send to other real estate agents' offices and the chamber office. Bill mentioned that there was a case of signed books and wondered if they had been located. As of yet, they had not.

- VIII. Webmaster/Genealogist's Report (Robert Ruby):** No report submitted.

- IX. Constitution and By-Laws Report (Robert Ruby):** Robert Ruby asked some questions about the by-laws. Diana asked if they need to be printed and Bob said that they did, and he will give her both current and proposed changes. He passed out some pages to peruse for changes. He clarified term limits, and the board discussed what would be best. The board agreed that what we strike the line and let the membership vote on it. For appointed positions that are not on the board, will there be language

about the appointments being done after the annual meeting by the board? These appointments will be decided annually according to the new by-laws. In the by-laws, it says that the meeting will always be the first Tuesday of May. We will change that to "during the month of May."

X. Audit Committee and Nominating Committee (Robert Ruby): With regard to the nominating committee, we have John Ellis standing for nomination and John Denzer as well. Connie McCall said she will run if no one else does, and Bob will be contacting Pat Schleh. Tom Parshall said he would get back with Bob McBride about running. How many positions are actually open? There are three open positions and one that will be appointed.

XI. May 16th Board Meeting (Hildy Foley): Hildy Foley said that the annual board meeting will be held at 6:00 p.m. on May 16, and the speaker will be Steve Sanford, and he will speak on Crouse's connection to Henry Ford and Thomas Edison. We should be there at 5:15 to set up. We need to send out postcards for the annual meeting and potluck dinner. Margaret Melville said she would do it. Bob Ruby said he would get her labels. Hildy Foley suggested taking the postcards to the UPS store to have made. The information will include times, who brings what, and a reminder that there will be voting on the by-laws.

X. New Business:

Barb Krueger addressed school tours and that they would be May 29th, 31st, June 3rd and 5th at 9:30 in the morning. One additional docent would be needed and John Ellis has offered to help. The teachers will decide whether or not they are going to the Music Hall or not. The groups in the museum will be divided into two groups and then switch. Rules for conduct will be communicated to the teachers.

Barb gave Mike Forster the name of a lady who has access to Cromaïne Crafts items that would she would be willing to loan to the museum.

Barb went to a conference about retail sales in museums and got some ideas for what and how to sell. Blacksheep Weavers' and Michigan products are possibilities as well as Native American items. The woman at the conference suggested having clickable links for our items for sale so that people could see what would be available for purchase. When selling, we should at least double our cost for profit. Hildy Foley said that the totebags cost \$2.00 (the first 23 were free), so they were marked \$4.00 to sell. We've got 19 of the 23 left and Hildy is going to order 30 for Memorial Day. She doesn't want to have too much, because there are not a lot of sales on that day. Dan and Carol Mazik print, fold and deliver the newsletters for free, redo pictures for free, and give us many starters for our inventory. They have also made plaques for local area places to get the word out about us. There are two at Waldenwoods and one at the township hall, and we have one left to take to the tea room or to Cromaïne. Hildy is thinking the tea room is a better bet, since it draws from other areas. Bill McDevitt wondered who made up the big maps. Bob Ruby thought it might be the high school marketing club. Bill asked about the "Cash for Museums" program, and Barb said it hadn't worked so far. Bill suggested linking it to our website.

John Wiese said he had a stone mason come and look at the foundation, and he is working up a quote with different options. Mike Forster asked about putting in a cellar door, and John said that hadn't come up but could be addressed. Some permits and

permissions would need to be obtained before work would be done. Mike is handling that through Lansing. Hildy said we are going to have to get the building painted and will need to get quotes. If anyone knows someone, please contact them. Margaret Melville asked about who did it last time, and Tom has that information. The sign was mentioned, and Hildy said she and Mike would contact Tom again.

Regarding outside meetings, our insurance does not cover them. We can only have Historical Society sponsored events at the museum. Margaret Melville suggested that we open our building to the community as a public relations effort, but Mike Forster said that it doesn't work out that way. Hildy reminded us that we would be individually liable in the event of an incident.

- XV. Meeting Adjournment:** Mike Forster made a motion to adjourn the meeting at 8:08 pm and Bill McDevitt seconded it. The meeting was adjourned. **The next meeting be held at the Florence B. Dearing Museum on May 13th.**

Paperwork Distributed: Minutes from the March meeting, information regarding terms, and by-laws.