

HARTLAND AREA HISTORICAL SOCIETY
BOARD MEETING MINUTES

June 11, 2012

- I, II. **Board Members Present:** Hildy Foley, Bill McDevitt, Barbara , Diana Wells, Michael Forster, Shyrl Cone
Also Present: Bob Ruby, Emma Winegarner
Absent: Kathie Horning, Janet Frick, John Wiese

The meeting was called to order at 7:03 pm.

- III. **Opening Remarks (President)** We had \$4000 from Sharon Hilquist and \$200 from Duane Boutell so the doors are paid for. Margaret Melville has put in for a grant but we also have \$800 for the sill. Hildy sent thank you notes. She thanked them and also thanked Nadine and stressed that the artifacts and photographs need to be returned by May 13, 2013.

287 second graders and teachers come through and the Lutheran school came. We received \$287 from them

- IV. **Approval of Minutes from May 14, 2012 Meeting:** Minutes will be on the website after they have been approved. Barb Krueger made a motion and Mike Forster seconded. Minutes approved

- V. **Financial Report:** Barb Krueger distributed the report – The Checking Account balance is \$13,833.41. \$15,495.82 is in the Money Market plus interest. Consumers Energy – bills were coming in Tom Parshall's name, but as of today, the account is in our name. On the bill, we are charged sales tax. Barb is trying to get things straightened out in that regard. John has asked for gas and electric usage amounts so that he can track them. Barb is getting this information for him. Bill suggested that we keep the lights off until someone arrives when the museum is open. Efforts will be made to conserve electricity. Barb will meet with Shyrl to utilize the Quicken files when her new computer is up and running.

Mike Forster made a motion to approve the Treasurer's Report and Shyrl Cone seconded. The report was approved.

- VI. **Webmaster's Report:** Bob Ruby reported that he cleaned out old files. He asked if Hildy and Mike were okay with their phone numbers being on the website. He asked about creating e-mail addresses, and they decided against it. Creating a Face Book group was discussed, and the Board agreed that an open group would be a good idea. The logo to be used

was discussed. Barb asked about scheduling school tours for next year and whether or not a calendar could be set up and available dates.

VII. Collections Report: Mike Forster talked about a crosscut saw that arrived today. He said that it is our decision as to what we want to do with it. It is in extremely good condition and is a Michigan saw. Mike and Hildy went to Marshall, and they need a place to refinish a case that they got there. It's ten feet long and to be used for small items.

VIII. Newsletter: Diana Wells state that she plans to have the new newsletter out July 1st. She reviewed the pages and shared that she needs material for the front page and page three.

IX. Ice Cream Social (July 22): Diana is making the ice cream. We will need chairs and tables. Everyone is needed to help. Maybe one bucket of sherbert or something would be good to have on hand. We have a lot of paper products and water bottles – we will need to inventory supplies.

X. Future Fund Raisers and Related Discussion: Diana has donated several packages of six notecards to sell – they will be sold for \$3 in the museum. There are also museum notecards in the storeroom at the old high school that will be arriving soon. The price of *Weaving the Past with the Present* will be dropped to \$35.00 plus sales tax. The library and Community Ed will need to be notified of the change in price.

By the end of the month, it is hoped that everything will be removed from the storeroom at the old high school and brought to the museum, except for the photographs that Nadine is working on. Those will be kept in locked cabinets at Community Ed and taken to her home in sections.

The doors will be done this summer, and the museum will be closed for two weeks, during which time, Diana and Hildy will strip the wallpaper and Bill will paint the ceiling in the upper floor. Then a storage closet will be put in place and a workspace will be built as well.

Hildy challenged members to think about fundraisers and asked all to think of ideas to support future projects. Bob offered to attend the 2013 high school reunion and man a table for information, sales, donations and artifacts. Diana asked if there will be a gala next year. Venues and ways to cut costs were discussed. Members volunteered to check into different possibilities and will bring information to the next meeting. Fundraising for Heritage Day was also discussed, and the question of whether or not Virginia Fournier might be available was raised. What about a summer

gathering? There will be a potluck in November. Maybe Bob, Howard, and others could do a table for family histories.

X.

Comments from Board Members: Barb discussed a possible fundraising opportunity. ShopforMuseums.com is a viable program. We would have to fill out a form and put down two contacts and give them information from our website. We would put it in the newsletter and Community Life. Different vendors have different percentages. Bill Bill McDevitt made a motion that we sign up, and Mike Forster seconded the motion. Barb passed around three postcards (from Judith Carpenter) with "Williams" written on the back. They were probably from 1899-1900. Barb has encouraged the woman to gather more information if possible.

Bill asked if newsletters had been put up on the website, and Bob said he would check into their accessibility.

Discussion was held about taking items from the museum and the need for paperwork to follow their removal and return as well as proper care of the items. Also, procedures were reviewed for future building entrance once the doors are complete. Different possibilities for entry were shared. There will be a keylog and formal procedures for key usage. The need for a gift form for the Parshall thimble collection was brought up.

XI.

Meeting Adjournment: Diana Wells made a motion to adjourn the meeting at 8:05 pm and Mike Forster seconded it. The meeting was adjourned. **The next meeting will be held at the Florence B. Dearing Museum on July 9, 2012.**

Paperwork Distributed: Binders with bylaws and sections for keeping minutes, reports and other paperwork were handed out to Board Members. Also, hard copies of the minutes from the May 14th meeting and the Treasurer's Report were distributed.