

**Ortonville Community Historical Society
Board of Directors Meeting
January 28, 2025 – 6:00 PM
Old Mill Museum**

“The Ortonville Community Historical Society shall work with local government, businesses, organizations, and citizens of all ages to research, collect, and safeguard our local heritage through living displays and authentic educational experiences.”

MINUTES

1. Call to Order: President Alan A. called the meeting to order at 6:00 PM.

2. Pledge of Allegiance: The Pledge of Allegiance was recited.

3. Roll Call

Present: Ken B., Mary K., Scott B., Alan A., Shauna Q.

Absent with Notice: Carol E., Kathy G.

4. Approval of Agenda

The agenda was approved with the addition of Item 13E – Consignment Sales. Alan A. Motioned, Scott B. Seconded.

4.5 Approval of Treasurer’s Report

Alan A. motioned to accept the December 2024 treasurer’s report. Mary K. seconded.

5. Approval of Minutes

The minutes from the previous meeting were reviewed; Alan A. motioned, and Scott B. seconded.

6. Executive Officer Reports

a. President – Alan reported on the upcoming presentation to the Downtown Development Authority (DDA), which has been rescheduled to February. He highlighted updates regarding the Ortonville DDA website, the heat issue in the library room requiring a new thermostat, Old Mill Design Assistance Architectural Assessment and Preservation Master Plan Meeting with Ron Campbell, the Principal Planner/Preservation Architect at Oakland County and the Society’s participation in community events.

b. Vice President – Shauna confirmed she will assist with communications and membership renewals.

c. Secretary – No report.

d. Treasurer – Scott presented the Treasurer’s Report. He noted no unusual expenses, with primary expenditures being for holiday decorations and ongoing operational costs. Alan A. motioned, and Mary K. seconded to accept the Treasurer’s Report. Motion carried.

7. Trustee Reports

- Mary K.
 - Reported attending the Village Council meeting, where the Village of Ortonville's efforts to establish a formal agreement with the Township regarding responsibilities for shared spaces and services. The agreement is distinct from the one involving the Historical Society, but during the Village Council meeting, Linda Brooks brought up the Society's agreement with the Village Council. Thus, the Board decided to monitor the situation.
 - The board discussed the possibility of hosting a lumberjack show as part of an event, such as Septemberfest. Mary researched potential vendors and found Timberworks Lumberjack Show, a traveling group from Wisconsin that offers demonstrations like log rolling, tree climbing, and cross-cut sawing. However, there was concern about costs, as such shows could be expensive. The board agreed to gather more pricing information before deciding whether to pursue it further. Alan also suggested a simpler alternative, such as organizing a local cross-cut saw demonstration using antique equipment.

8. Operational Officer Reports

a. Office Manager –

- Display Case Revamp: Mary K. mentioned that she and Mari Ann V. are meeting on Friday to begin redoing the Village Office display case.
- Office Heat Issue: Mary noted that the office heat was not working. Alan contacted an electrician, who determined that the thermostats were faulty.
- Cleaning and Organizing: Mary reported that she cleaned the supply closet and found old equipment, including an antique vacuum cleaner that might be added to a future historical display

b. Security Administration – Alan reported on facility access and security logs, ensuring no irregularities.

9. Committee Reports

a. Finance Committee – Scott B. noted that financial planning is on hold pending further discussions on the Village Agreement.

b. Auditing Committee – Alan A. motioned that Scott B. work with Lynette Kelly for the annual financial audit, seconded by Mary K. Motion carried.

c. Procedure Committee (Scott B., Alan A., and Kathy T.) - The committee will examine the bylaws and procedural documents on the Society's website. Specific focus areas include membership dues, election processes, and spending approvals. Scott B. raised a concern about how membership dues should be handled for people who pay after the election deadline, suggesting those payments should apply to the following year. The board agreed that a review is necessary to ensure the procedures are up-to-date and clearly defined. Scott will report back with recommendations at the next board meeting.

10. Event Reports

a. Christmas Decoration & Undecoration Day – Alan A. was reimbursed for decoration storage expenses.

b. Winter Banquet – Alan noted attendance exceeded expectations, leading to overage on previously approved funds. Scott B. motioned to approve the additional expenses and reimburse Alan A. the amount of \$412.68. Mary K. Seconded. Motion carried.

c. Architecture Design Session (Jan 30, 3-5 PM) - The session is a collaborative meeting with Ron Campbell, an architect from Oakland County. The primary goal is to brainstorm and envision what the historical society's facilities could look like in 15 years.

d. Downtown Winter Market (Feb 1 & 22) - The Downtown Winter Market is being held at the Old Town Hall on February 1st and February 22nd. Sarah Armstrong organizes the event with support from the DDA. The market is similar to an indoor sidewalk sale, featuring a variety of local vendors. Vendors are required to donate an item for a charity raffle. The selected charity must provide volunteers to sell the raffle tickets. For February, the Ortonville Community Historical Society (OCHS) was chosen as the benefiting organization. Mari Ann V. and Sandy M. will represent the Historical Society at the event, selling raffle tickets and distributing brochures about OCHS and the Mill. In the past, these raffles have generated between \$150 to \$300 for the selected charity.

e. Vintage Market – Plans are underway, and the event has been added to the DDA website for promotion.

11. Project Reports

a. Remote Vignette in Village Office – The discussion focused on revamping the display case inside the Village Office. Kimberly Downley from the Village reached out for assistance in updating the display, and Mari Ann V. was selected to lead the project with Mary K. and Kathy G.'s support. The Board agreed to implement a rotating historical exhibit. The goal is to ensure each vignette has historical context and relevance to the Village of Ortonville

b. Remote Vignette in Empty Storefronts – The discussion focused on placing historical displays in vacant downtown storefronts (ex: Restyled Creations) to promote local history and engage the community. This is in conjunction with the Remote Vignette in the Village Office.

12. Unfinished Business

a. Village Council Agreement – No Update

13. New Business

a. Renewal of Maintenance Worker for 2025 - The board discussed whether to renew the maintenance worker's contract for 2025. While acknowledging that the worker is a respectful and

capable individual, the board agreed that instead of renewing the contract, they would offer him work on a per-project basis as needed.

b. Renewal of Housekeeping Contract for 2025 - The housekeeping service had staff turnover in 2024, leading to inconsistent cleaning schedules. Despite concerns about fewer regular workers, board members generally expressed satisfaction with the service. No formal action was required, and the current housekeeping contract will continue into 2025.

c. Deaccession of Japanese Good-Luck Flags - The board discussed returning two Japanese Good-Luck Flags (Yosegaki Hinomaru) to a Japanese cultural organization OBON Society, for repatriation. A third flag was determined to be a souvenir rather than an authentic wartime relic and will not be included in the repatriation. Alan A. motioned to return the two authentic flags, with plans to publicly display them for a few months before transfer, Scott B. Seconded. Motion carried.

d. Deaccession of Blacksmith Forge - The board discussed donating a broken blacksmith forge to the high school welding program, where it could be repaired and used for teaching. The forge was initially acquired for the Historical Society's blacksmith shop but is non-functional and not needed, as the shop has two working forges. Alan A. motioned to proceed with donating to the high school welding program, seconded by Scott B. Motion carried.

e. Consignment Sales Discussion - Mari Ann V. proposed selling antique items on consignment at the Mill gift shop, where sellers would keep 80% of the sales and donate 20% to the Historical Society. It was suggested that Mari Ann V. sell her antiques at the Vintage Sale rather than through the Mill gift shop.

14. Roundtable

a. Paper Cutter Request: Mary K. requested to purchase a new paper cutter as the current one is difficult to use and keeps breaking. Alan A. approved the purchase.

b. Membership Dues Reminder: Shauna Q. suggested sending out reminders for membership renewals, noting that dues are due in March. She volunteered to contact non-lifetime members to inform them of the deadline

15. Announcements

The next meeting is scheduled for March 25, 2025.

16. Adjournment

Ken B. motioned to adjourn, and Mary K. seconded. Motion carried. The meeting adjourned at 7:30 PM.