

Ortonville Community Historical Society
Minutes: Board Meeting May 27, 2025 – 6:00pm
Old Mill – 366 South Street, Ortonville, MI 48462

"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."

1. Call to Order at 6:04 PM
2. Pledge of Allegiance
3. Roll Call - Alan A, Shauna Q, Carol E, Scott B, Kathy G, Kathy T, ken B, Mary K, Mary Alice
4. Approval of Agenda: with addition of donation to the company that cleans the building added to 13C (New Business) – motion by Kathy T to approve – second Ken B - approved
5. Approval of Minutes, Previous Board Meeting – 13B -change to "Action" instead of "faction" – (2nd line) Kathy T motion to approve as amended – ken 2nd - approved
6. Executive Officer Reports
 - a. President: Alan – 3 things that have occurred: 1) DDA to submit our cemetery walk for historical award for Main Street – 2) asked by Library to help celebrate their 100th anniversary – 3) rope on the flag pole has been broken – Alan measured it and ordered it on Amazon – now needs to contact Fire Dept to see if they can help get the flag clips to the top
 - b. Vice President: Shauna – nothing besides what is listed on the agenda
 - c. Secretary: Carol – nothing to report
 - d. Treasurer: Scott – nothing to report
7. Trustee Reports
 - Kathy G.- nothing to report
 - Kathy T. – nothing to report
 - Ken - nothing
 - LuAnn - absent
 - Mary - nothing
 - Mary Alice -nothing
8. Operating Officer Reports
 - a. Office Manager: Mary – nothing
 - b. Security Administration: Alan / Scott – responsibility has been transferred to Scott and Alan has gone over the procedures with him – motion by Alan to name Scott the Security Administrator – Mary Alice second – motion passed – Scott shared his phone number for emergency purposes
9. Committee Reports

- a. Auditing: Audit was accepted at General Membership meeting – but now Board needs to accept – motion by Alan – second by Kathy T. – motion passed
- b. Procedure Committee: Scott went over some changes in the bylaws that he wanted to highlight – changes in red are the significant changes: number of board members is changed from 11 to 10 – NOTE: Kathy T worked with Scott on these changes – NOTE: the blue on the document was used to show technical changes such as spelling, etc – motion by Mary K to take the changes to the General Membership in June for a vote – second by Kathy G – motion passed
- c. Nominating Committee: Committee is selected in May by the Board – Kathy T selected as the chair – two other members to be chosen by her

10. Event Reports (*Limited to any Board actions; full reports given at General meetings*)

- a. Second-Grade School Visit (May 29, 30): - Alan reported on this event - Judy will donate the cookies – Alan received corn from Hamiltons – no other expenses – Judy is running the event
- b. Miracle Box Packing (July 5): Alan reported that the entire Farmer's Market operation will be moved to the mill that day – no expenses – this will involve the public helping pack the boxes
- d. Dulcimer Concert (July 16): Alan reported – less than \$100 in expenses so no board approval required
- c. SeptemberFest (Sept 13): Alan reported that he had attended the recent meeting – still exploring what OCHS can do – butter churning? Vendors? Music?
- d. Witches' Night, Halloween, Christmas in Village: still too early

11. Project Reports (*Limited to any Board actions; full reports given at General meetings*)

- a. Architecture design w/ Oakland County: Alan reached out to Ron Campbell who will work on it in June – design is moving slowly but moving
- b. Japanese Good-Luck flags: Alan reported that 2 flags went to the Oban Society which sent an email thanking OCHS for returning them – the Oban Society will try to locate who these flags should go to – the third flag that we are keeping is back up in the Military Room
- c. Membership Intake Process: Shauna reported that the documents for tonight include a procedural document regarding new memberships – Board needs to see this first so it can be taken to the General Membership in June – small envelopes and a form have been created - Finally, after someone joins we will follow up and welcome them to OCHS - the Board will inform the General Membership of the process.
- d. Branding Guidelines: Alan & Shauna – Alan reported that the colors, etc are closely aligned with those of the Village – this shows we are in a cooperative relationship with the Village – our public face is The Old Mill – not the OCHS – discussion followed regarding how to create the new signs and how should we pay for them – right now we just need to accept the branding guide – later we can decide about new signs – Alan showed some examples of signs in the room where we are meeting that could be changed to fit the branding guide – Alan moved to adopt the branding guide – second by Scott – motion approved – guide to be shared with the General Membership

12. Unfinished Business

13. New Business

- a. Accordion: Alan reported that someone wants to buy the accordion – Alan is going to take the instrument to Ferndale to get it evaluated so we will know what it is worth
- b. Door Tracker: Shauna reported that she has investigated a 'tracker' that will help us gather data on how many visitors we get – a document was placed in the Board packet showing the 'apparatus' – Scott stated that he doesn't see the value in it and he also stated that he goes through the door multiple times – will that be a problem? Motion by Shauna to purchase the door counter not to exceed \$200 – second by Mary – roll call – Scott dissenting vote – motion approved
- c. Donation to Cleaning Service: - Mary reported on what we have given in donations so far – Mary motion to give the cleaning company \$100 this year for their staff party – second by Mary Alice - motion passed – roll call because it was money

14. Roundtable: No time left

15. Adjourn at 8:50 – motion by ken – Kathy T second – motion approved