

**Ortonville Community Historical Society
Minutes for Board Meeting July 28 – 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-6:07
2. Pledge of Allegiance
3. Roll Call: Carol, Ken, Mason, Sandy, Kathy T, Alan
4. Approval of Agenda: Motion by Sandy – 2nd by Mason - approved
5. Approval of Minutes, Previous Board Meeting: Motion by Sandy – 2nd by Alan - approved
6. Executive Officer Reports
 - a. President: In reflecting on our OCHS Strategic Plan, Alan reported that the project by Alexis, Carol's intern, was a great example of caring out our mission. However, we still need work on our record-keeping and someone to help with the accession of materials. We are exceeding our expectations in terms of outreach and also we are doing good in terms of activities. Our refresh of the Mann school project relates to our strategic goal regarding infrastructure. We now have a handrail on the school. In addition, we are working on grants relating to infrastructure improvements. Regarding basement issues in the old mill there was a brief discussion regarding whether or not we should consider screening the basement dirt that will need to be removed if we proceed with the placement of water tanks in the basement. Finally, Alan reported that he is working on a plan for our collections including guidelines for a display committee.
 - b. Vice President - Mari Ann -absent
 - c. Secretary - Carol – nothing to report
 - d. Treasurer - Mason - Alan – Mason presented a 3 page report with details of our finances. Regarding what should be reported in terms of finances, Alan reported that the bylaws say we must follow the Robert's Rules or Order. Therefor, we will not be voting to approve a Treasurer's report, just accepting it and filing it. Finally, Mason reported that he has made some changes to our accounting system such as a way to filter financial data, e.g. all gift shop sales.
7. Trustee Reports
 - a. Kathy reported that she now has her gmail account in operation.
 - b. Ken – nothing to report
 - c. Sandy reported that she will be contacting the Village regarding America in Bloom
8. Committee Reports
 - a. Procedure Review - Kathy -
9. Event Reports – Past

- a. America 250 at Oakland History Center July 25 - both Alan and Carol reported that the event had gone very well and Ortonville had a wonderful display.

10. Event Reports – Future

- a. Library Centennial Extravaganza (Aug 7) – OCHS will be participating with a tent, a table, and 3 sets of toys.
- b. Septemberfest (Sept 12) – Alan was asked if we are doing the apple pie baking contest this year so discussion regarding this activity will go before the General Membership at the next meeting.
- c. Visit from Orion Historical Society (Fri Sep 18) - Carol will organize the downtown walking tour and OCHS will provide a light snack.

11. Project Reports

- a. Gift Shop - Alan reported that we have up to 5 consignment vendors as well as t-shirts from an anonymous donor.
- b. America In Bloom - Sandy – see notes above

12. Unfinished Business

- a. Lawyer on Retainer - Alan has talked with the Thrive representative about a lawyer. He will call Evan of the Oakland County Historical Society to see how that group handles legal issues.
- b. Space to Curate - Alan reported that we need more space and therefore we have been using the auxiliary room upstairs. He asked if the Board feels we should close it off to the public and put shelves in there??? Alan and Ken will look at the room next Saturday.

13. New Business

- a. Motion to approve the proposed School Refresh plan and an amount not to exceed \$1800. (see the proposed budget for this project on pg. of the meeting packet). A motion was made by Kathy T - second by Ken - approved
- b. Motion to deaccession request – School Desks – Motion to deaccess approximately 15 school desks by Kathy T – 2nd by Carol - approved
- c. Motion to offer our color printer to the Brandon Public Library, DDA , or another group due to the high cost of printing cartridges- motion by Sandy, 2nd Kathy T - approved
- d. Motion to deaccess clean and duplicate School Yearbooks – motion by Kathy T – second by Sandy - approved
- e. Motion to deaccess 4 Oakland County History books and offer them to the General Membership – motion by Sandy – Kathy T second – approved
- f. Motion to approve plan to purchase a Sun Shade Sail for Blacksmith Shop not to exceed \$200 – motion by Kathy T – second by Carol E – approved

14. Roundtable – Mason said it was his honor to be at his first board meeting

15. Adjourn – motion by Sandy – second by Ken – meeting adjourned at 7:32 PM