

BERKLEY HISTORICAL COMMITTEE MEETING MINUTES

Tuesday, March 8, 2022

Present: S. Richardson (Chairperson), J. Tong (Vice-Chairperson), D. Carlson (Secretary), M.C. Mueller, Glenn Rubright, Rachel Patterson, S. Hansen, D. Callihan, K. Grimm

Absent: K. Schmeling, W. Mathis (Treasurer/non-voting), K. Scharra-Eraqi, J. Cauley, City Council Liaison S. Baker

1. The meeting was called to order by S. Richardson at 7:01 pm. It was announced that both Don Callihan and Shirley Hansen have been sworn in as full Committee members with voting privileges. New Committee member Kyle Grimm was introduced. S. Richardson called for amendments to the agenda and none were put forth. S. Richardson called for a motion to approve the meeting's agenda. S. Hansen made a motion to approve the meeting's agenda. M.C. Mueller seconded the motion. The motion passed unanimously without discussion. No non-Committee members were present and no citizen comments were made. The Museum shift sign-up calendar was passed around. Tuesday, April 12th was reported as the Committee's next meeting date.

2. **City Council Liaison Report:** On account of recent exposure to Covid, S. Baker delivered his monthly report by phone and spoke upon these topics:
 - a. International Women's Day (March 8th) and Women's History Month (March) were acknowledged and a "thank you" to "the incredible women who have provided — and continue to provide — such amazing value to Berkley," was issued.
 - b. Berkley Days 2022 will be happening and has been scheduled for May 12 to May 15.
 - c. Recent developments in the City's marijuana shop licensing process were reported including the City Council's recent 4-3 vote to raise the number of licenses issued to five. Specific locations of prospective shops were noted, as well as the City's plan to transfer none of the licenses should any of the five newly licensed businesses fail to open.

3. S. Richardson called for possible corrections to the minutes for the January 11th, 2022 meeting of the Committee. R. Patterson noted an incorrect description of her position on the creation of Committee bylaws. D. Carlson stated his intention to make the correction. S. Hansen made a motion to approve as amended the minutes of the January 11th, 2022 meeting of the Berkley Historical Committee. J. Tong seconded the motion. The motion passed unanimously without discussion.

4. **Treasurer's Report:** S. Hansen reported, in place of Treasurer W. Mathis, a prior balance of \$19,505.78, income of \$344.62 in credit card sales and \$291.99 in miscellaneous sales at the Museum and the Public Library, expenditures of \$199.00 on a credit card transaction processing machine, plus \$31.33 and \$14.95 in credit card transaction charges and fees respectively, with a resulting balance of \$19,897.11.

5. **Curator's Report:** J. Tong reported on multiple issues:
 - a. There have recently been difficulties in opening the Museum's front door with the community key. It was suggested that Committee members having trouble with it use the City Hall side door as the key opens all City Hall doors.
 - b. A written guide to staffing the Museum is in progress.
 - c. Museum volunteers are encouraged to continue cataloging Museum holdings during their shift.
 - d. A new display featuring the Holland Hardware Store fire of 1978 will be featured at the Museum in April and May. It will incorporate numerous items donated by the Department of Public Safety. The display will be promoted online.

6. **Historical Marker Reports:** D. Callihan again reported no progress in identifying an individual that has been selected to manage the Angell School historical marker project and stated his intention to complete the application himself. It was also reported that State of Michigan officials author historical markers and not local project managers. D. Carlson presented his completed application for the Berkley Village Hall historical marker project and stated his intention to submit it in the coming weeks, once approved by Committee chair S. Richardson.

7. The design and acquisition of Museum and Berkley themed apparel for the purposes of uniforming and retail sales was again discussed. D. Callihan stated his preference for a collared, button-down, short sleeve design incorporating the Berkley Theatre. D. Carlson stated his opinion that t-shirts are more likely to sell. The Museum's current logo was also suggested as a design element. S. Hansen modeled a volunteer's smock from the Detroit Zoo featuring an embroidered patch and suggested a local business that might be able to fashion a similar product for Committee uses. S. Richardson and M.C. Mueller formed a sub-committee to explore uniform options with the possible incorporation of an embroidered patch. D. Carlson and D. Callihan formed a sub-committee to develop a design intended for retail sales.

8. The Committee's ongoing development of a mission statement was again discussed. The current version was read aloud: "The mission of the Berkley Historical Committee is to preserve and promote the history of the City of Berkley, Michigan, and to engage the public in that history through the administration and management of the Berkley Historical Museum." D. Carlson moved that the mission statement be adopted as is. S. Hansen seconded the motion. D. Carlson then suggested that the statement be amended to delete the phrase "in that history". The statement was amended and unanimously adopted as the Committee's mission statement without further discussion: "The mission of the Berkley Historical Committee is to preserve and promote the history of the City of Berkley, Michigan, and to engage the public through the administration and management of the Berkley Historical Museum."

9. Contents of the Berkley 100th Anniversary magazine were discussed. J. Tong asked for sub-committee volunteers. D. Callihan, S. Hansen, K. Grimm, G. Rubright, R. Patterson and D. Carlson all volunteered to contribute in some capacity.

10. **Recent Donations:** J. Tong reported a very significant donation from recently retired Berkley police officer, William 'Buck' Wagner, including uniforms, patches and headgear, plus a donation of a commemorative Cana Memorial Lutheran Church dinner plate and 50th anniversary booklet from his sister-in-law, Marcia Tong. J. Tong made a motion that the donations be accepted by the Committee. S. Hansen seconded the motion. The

motion passed unanimously without further discussion. D. Carlson stated his intention to mail thank you letters to the donors.

- 11.** S. Richardson announced an Art Bash date of June 11th and noted the Committee's usual commitment to being present from 10 am to 6 pm. D. Callihan suggested an identifying banner be fabricated in time for the event. J. Tong recommended local business "Signs by Tomorrow" for the fabrication. D. Callihan stated his intention to develop design ideas to be presented to the Committee at an upcoming meeting.
- 12.** D. Callihan reported that the third issue of "The Museum Corner" is nearly ready and will feature an article entitled, "Berkley's Wonderful, Terrible Water".
- 13.** J. Tong stated his intention to develop a new mug design and asked for sub-committee volunteers. D. Callihan and M.C. Mueller volunteered to contribute to the project.
- 14.** D. Callihan made a motion to adjourn the meeting at approximately 8:29 pm. S. Hansen seconded the motion. The motion passed unanimously without discussion.