

BERKLEY HISTORICAL COMMITTEE MEETING MINUTES

Tuesday, June 14, 2022

Present: S. Richardson (Chairperson), J. Tong (Vice-Chairperson), W. Mathis (Treasurer/non-voting), D. Carlson (Secretary), M.C. Mueller, S. Hansen, D. Callihan, K. Grimm, Rachel Patterson

Absent: City Council Liaison S. Baker, K. Schmeling, Glenn Rubright, K. Scharra-Eraqi, J. Cauley

1. The meeting was called to order by S. Richardson at 7:05 pm. 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. D. Callihan seconded the motion. The motion passed unanimously without discussion.
2. Citizen attendees Tim Murad and Kim Elliott presented to the Committee a proposal for a Berkley Kit Home Tour to be held on a date in 2023, most likely in May. J. Tong made a motion that the Berkley Historical Committee co-sponsor and co-host in conjunction with Mr. Murad, Mrs. Elliott and the Berkley Chamber of Commerce a 2023 Berkley Kit Home Tour to be held on a date to be determined. S. Hansen seconded the motion. The motion was discussed, voted upon and passed unanimously. The tour will be further discussed at a Berkley Chamber of Commerce meeting to be held at the Museum on August 19th, 2022.
3. No City Council Liaison report was made on account of S. Baker's absence.
4. S. Richardson called for possible corrections to the minutes for the May 10th, 2022 meeting of the Committee. None were put forth. S. Hansen made a motion to approve the minutes of the May 10th, 2022 meeting of the Berkley Historical Committee. J. Tong seconded the motion. The motion passed unanimously without discussion.
5. **Treasurer's Report:** Treasurer W. Mathis reported a prior balance of \$18,899.33 and expenditures of \$39.95 in credit card processing fees. Income totaled \$746.00 in retail

sales at the annual Berkley Days event, \$180.00 in miscellaneous sales and donations at the Museum and the Public Library, and \$20.00 in credit card income, with a resulting balance of \$19,805.38. W. Mathis also reported a glitch in the Museum's credit card technology that has resulted in significant undeposited credit card income. J. Tong stated his intention to discuss the issue with Stan Lisica and have it corrected.

6. Curator's Report: J. Tong reported on a number of matters:

- a. A rearrangement of the Museum layout in order to maximize available space: The second computer and grain cradle were moved to storage. The location of the Baker's Drug Store display was changed and the desk repositioned. New display racks were placed in the resulting additional floor space. The Museum entryway/vestibule will also undergo aesthetic improvements in the coming months.
- b. Sales of the new mug design total 108 thus far and a second order of 72 mugs has been submitted.
- c. The annual Berkley Art Bash netted the Committee \$405 in retail sales and the Committee's payout for participation in the annual Berkley Days event is likely to total around \$1,500.
- d. A 100th Anniversary book subcommittee needs to be formed.
- e. The Rogers School visit to the Museum was a success. R. Patterson contributed significantly.
- f. A time capsule for the City's 100th anniversary and its potential contents will be discussed at the next meeting.

7. New Gifts: J. Tong reported a gift of a model car collection, donated by Huntington Woods resident Janet Flick. S. Hansen made a motion to accept Janet Flick's donation. M.C. Mueller seconded the motion. The motion passed unanimously without further discussion. D. Carlson stated his intention to send the donor a thank you letter. Also reported were the donation of smaller items purchased on eBay and donated by fellow Committee member K. Grimm. The items include a collectible matchbook and a photograph of the 1936 Berkley High School football team.

8. Historical Marker Reports: D. Carlson reported contact with the state agency managing the Committee's Village Hall historical marker application and that the agency's representative, Troy Masserant, has stated their intention to author the marker text in the coming months. D. Callihan reported that, on account of contract provisions deemed unfavorable by Berkley Schools officials, the State of Michigan historical marker project has been discontinued in favor of a non-State marker. Cost of said marker is presently estimated at \$4,000. D. Callihan stated his intention to inquire about a monetary contribution to the project from the Berkley School Board. D. Carlson recommended shopping around for multiple estimates.

9. The Museum shift sign-up calendar was passed around.

10. Financial Matters:

- a. S. Hansen made a motion that J. Tong be reimbursed from Committee funds a small cost overrun for his recent purchase of Museum display racks. R. Patterson seconded the motion. The motion passed unanimously after a short discussion.
- b. J. Tong made a motion to spend \$564.30 on a large screen television to be wall-mounted in the Museum. D. Carlson seconded the motion. Discussion ensued. D. Callihan recommended an amendment to the motion allowing for an expenditure of up to \$600. The motion passed unanimously. J. Tong stated his intention to shop around for lower prices.
- c. S. Richardson reminded Committee members to record all retail sales, spending and reimbursements in the Museum's ledger.
- d. D. Callihan presented to the Committee a Berkley themed collage that he purchased for \$25 at the Berkley Art Bash and reported its availability for wholesale purchase at \$12.50 per. J. Tong moved that the Committee spend \$125.00 for ten prints of the collage to be sold at the Museum. D. Carlson seconded the motion. The motion passed unanimously without further discussion.

11. Discussion of the embroidered Museum logo patch was tabled until a future meeting. D. Carlson suggested a reprinting of the "It's a Berkley Thing!" t-shirts for retail sale at the

Museum. Discussion was tabled until a future meeting. J. Tong stated his intention to seek out the original t-shirt artwork.

- 12.** J. Tong made a motion to forego the Committee's July meeting. D. Callihan seconded the motion. The motion passed unanimously without discussion. S. Richardson reported August 9th, 2022 as the Committee's next meeting date.
- 13.** Committee member R. Patterson's recent graduation from Wayne State University's Law School was acknowledged and applauded all around.
- 14.** S. Hansen made a motion to adjourn the meeting at approximately 8:25 pm. J. Tong seconded the motion. The motion passed unanimously without discussion.