

## BERKLEY HISTORICAL COMMITTEE MEETING MINUTES

Tuesday, July 9, 2024

**Present:** S. Richardson (Chairperson), J. Tong (Vice-Chairperson), D. Carlson (Secretary), S. Hansen, K. Grimm, R. Patterson, D. Callihan, G. Rubright, J. Harlan, D. Bennoune

**Absent:** W. Mathis (Treasurer/non-voting), K.Schmeling, M.C. Mueller, S. Patterson, City Council Liaison S. Baker

1. **Call to Order:** The meeting was called to order by S. Richardson at 7:06 pm.
2. **Agenda/Citizen Comments:** S. Richardson called for additions to the agenda. D. Carlson asked that discussion of the 2024 Berkley Kit Home Tour be added. S. Hansen made a motion to approve the meeting's agenda as amended. R. Patterson seconded the motion. The motion passed unanimously without further discussion. There were no citizen comments made.
3. **City Council Liaison Report:** S. Baker was absent. Liaison report tabled until next meeting.
4. **Prior Meeting's Minutes:** S. Richardson called for possible corrections to the minutes for the May 28th, 2024 meeting of the Committee. None were recommended. S. Hansen made a motion to approve the minutes of the May 28th, 2024 meeting of the Berkley Historical Committee. G. Rubright seconded the motion. The motion passed unanimously without further discussion.
5. **Treasurer's Report:** S. Hansen reported, in place of Treasurer W. Mathis, a prior balance of \$14,593.34. Expenditures and income are enumerated below:

<b>a. Expenditures:</b>	None.....	\$0.00
	<b>TOTAL</b>	<b>\$0.00</b>

<b>b. Income:</b>	None.....	\$0.00
	<b>TOTAL</b>	<b>\$0.00</b>

\$14,593.34 was reported as the month ending balance. S. Hansen expressed W. Mathis' concern regarding the complete lack of reported bank transactions over the last couple of months. J. Tong stated his intention to inquire with the city's treasurer about it, and also to make a deposit from the Museum's petty cash in the coming days.

**6. Curator's Report:** J. Tong reported on a few matters.

- a. There is currently no AC in the Museum but it will be back on soon.
- b. Another set of red double doors from the Berkley Theater are available to the Museum if the Committee can set up transport. [There was a general consensus among the Committee to move forward with the acquisition and develop a transport plan.]
- c. No gifts made to the Museum in the last month.
- d. Berkley Days payouts have not yet been made but will be soon.
- e. The development of an official "collection policy" was proposed and supported by the Committee. A collection policy subcommittee was formed that includes J. Tong, K. Grimm and S. Hansen.
- f. A Committee subscription to ancestry.com was proposed and then tabled for further discussion at our next meeting. J. Tong will look into subscription options.
- g. A foldable wagon for transporting the Museum event tent set up will be purchased for the Committee.

**7. Berkley High/NHS Volunteer Program:** D. Carlson reported no new developments and stated his intention to re-establish in August his dialogue with Berkley High's NHS liaison. G. Rubright recommended that the Historical Committee offer a graduation tassel/cord to student volunteers as a reward to encourage participation. S. Hansen suggested a paper certificate as a possible incentive, also.

**8. Berkley Art Bash:** It was reported that our tent was set up in the wrong spot. Also, our stock of banners and old street signs sold out over the course of the day. Our new tent and display boards worked beautifully.

9. **Berkley Pride Fest:** The event was reported as a success by Committee members who volunteered. R. Patterson's Oakland County gay history handout was a highlight.
10. **Social Media:** The Committee's volunteer social media monitors, J. Harlan, K. Grimm and D. Carlson, reported no significant flare-ups of anti-social commentary on our Museum's social media pages and extended their recommendation that we continue to allow commenting.
11. R. Patterson's City Hall room naming project was presented at a City Council meeting on June 17th. The naming recommendations were officially accepted and have now been applied.
12. D. Callihan made a motion that J. Tong be reimbursed his personal expenditure for T-shirts purchased from the recently closed Peninsula store. R. Patterson seconded the motion. The motion passed unanimously without further discussion. The shirts have been selling very well at the Museum and other recent events.
13. **Museum Hours:** R. Patterson suggested the possibility of the Museum altering or adding hours in the coming months. Discussion ensued. It was decided that the Museum will open on Saturdays from 10 am to 1 pm beginning July 20th, and until further notice. K. Grimm stated his intention to promote the additional hours on social media. A Scavenger Hunt/Museum promotion was also suggested and discussed. A Scavenger Hunt subcommittee was formed that includes R. Patterson, J. Harlan and K. Grimm.
14. **2024 Berkley Kit Home Tour:** The date of the event was officially announced as Saturday, September 28th, running from 10 am to 4 pm. D. Carlson asked that Committee members save the date and do their best to be available as event volunteers and docents on the day of.
15. **2024 Berkley Street Art Fest:** K. Grimm informed the Committee that we were somehow volunteered to participate in the 2024 Berkley Chalk Art Fest taking place from

11 am to 5 pm on Saturday, July 13th. J. Tong and D. Carlson volunteered to staff the Museum tent and K. Grimm to assist with set-up, beginning at 9:30 am.

**16. Tabled for discussion at future meetings:** Pattengill School Historical Marker unveiling, Museum Membership program, Roseland Park Cemetery Tour, Smocks/Uniforms/Museum Patch.

**17. Good & Welfare:** Committee member J. Harlan was officially sworn in by R. Patterson!

**18.** The date of the next Committee meeting was announced: Tuesday, August 13th. The Museum shift sign-up calendar was passed around.

**19.** S. Hansen made a motion to adjourn the meeting at approximately 8:40 pm. G. Rubright seconded the motion. The motion passed unanimously without further discussion.