

## **BERKLEY HISTORICAL COMMITTEE MEETING MINUTES**

Tuesday, August 13, 2024

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

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

1. **Call to Order:** The meeting was called to order by S. Richardson at 7:02 pm.
2. **Agenda/Citizen Comments:** S. Richardson called for additions to the agenda. J. Tong asked that an announcement of a new Museum email address be added. S. Richardson asked that discussion of the Berkley Street Art Festival and a scavenger hunt event be added. The items were 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 due to illness. Liaison report tabled until next meeting.
4. **Prior Meeting's Minutes:** S. Richardson called for possible corrections to the minutes for the July 9th, 2024 meeting of the Committee. Corrections were recommended for bullet points #2 and #14. D. Carlson stated his intention to make the corrections. S. Hansen made a motion to approve the minutes of the July 9th, 2024 meeting of the Berkley Historical Committee as amended. D. Callihan seconded the motion. The motion passed unanimously without further discussion.
5. **Treasurer's Report:** Tabled until next meeting.
6. **Curator's Report:** J. Tong reported on a number of matters.
  - a. A new supply of kids' fire helmets has arrived.

- b. A new supply of the Berkley History Books will soon be ordered at a discount rate. [A short discussion ensued in which it was agreed upon by the Committee to double the planned size of the order when the aforementioned discount price is offered. 50 copies will be purchased.]
  - c. The division of Berkley Days income is still being determined.
  - d. There are 10 to 12 XXL sized 'Peninsular' t-shirts remaining in the Museum's stock and no other sizes.
  - e. The City's Finance Department is short staffed so there has been no progress on reimbursement for expenditures on behalf of the Committee.
  - f. The push for a Committee subscription to ancestry.com has been dropped on account of three members now having personal access.
  - g. Gifts to the Museum:
    - i. Peace Pole from Zach Dunlap and the Berkley First United Methodist Church
    - ii. Three Berkley High School Yearbooks from Shelly Stephen
    - iii. Fisher Price Toy Watch with original receipt from Edie & Roger Watson
    - iv. J. Tong made a motion to accept the gifts. S. Hansen seconded the motion. The motion passed unanimously without further discussion.
- 7. Museum Membership Program:** D. Callihan circulated a handout enumerating the details of the Museum Membership Program. A lengthy discussion ensued. D. Callihan made a motion that the Museum Membership Program as described in the handout be adopted by the Committee. K. Grimm seconded the motion. The motion passed unanimously without further discussion.
- 8.** The Museum's new email address is [museum@berkleymi.gov](mailto:museum@berkleymi.gov). D. Callihan recommended that the Berkley History website have a redirect designed. J. Tong and R. Patterson volunteered to lead the effort to reprint Museum and Committee related documents reflecting the new address, citing our bookmarks and pamphlets specifically.
- 9. 2024 Berkley Kit Home Tour:** D. Carlson reported solid progress of the Tour planning, and there was some discussion of the Tour's soon-to-be printed catalog. The proposed plan to alternate future Kit Home Tours and Roseland Park Cemetery Tours from year to

year was also put forth as discussed. There was a general consensus in favor of the proposal. D. Carlson again asked that Committee members save the date of Saturday, September 28th from 10 to 4 pm and do their best to be available as event volunteers and docents on the day of.

- 10. Museum Hours:** There was a discussion of the Museum's hours. The question of whether we should continue Saturday openings was raised as August 31st will be the last of the scheduled summer Saturday openings. J. Tong suggested we open on Saturday evenings this fall. R. Patterson and S. Hansen recommended that the hours coincide with the DDA's fall Saturday evening event schedule. It was decided that the Museum will open from 5 to 8 pm on Sept. 12th and Oct. 10th with other possible fall Saturday evening openings to be determined.
- 11. 2024 Berkley Street Art Fest:** There was a short discussion of the Committee's presence at next year's event. It was decided that we will open the Museum rather than set up and staff an event tent. J. Tong stated his intent to share our plan with DDA head Mike McGuinness and also to purchase an additional outdoor folding sign to direct festival attendees to the Museum. The Fest will be held on Saturday, July 12th next year.
- 12. Scavenger Hunt:** S. Richardson inquired about the specifics of a proposed Museum-sponsored Scavenger Hunt event. J. Harlan and R. Patterson stated their intent to unveil a proposal at the Committee's next meeting.
- 13. 2024 Christmas Mug Designs:** J. Tong proposed the idea of using S. Patterson's Berkley-themed paintings for this year's Christmas mug designs. There was a general consensus that this is a stellar idea. A proposal for design and purchase will be presented at the next meeting.
- 14. Tabled for discussion at future meetings:** Museum Collection Policy, discussion of date and time of 2025 Roseland Park Cemetery Tour, Pattengill School Historical Marker unveiling, Smocks/Uniforms/Museum Patch.

- 15. Good & Welfare:** M.C. Mueller thanked the Committee for their gift and card during her recent recuperation.
- 16.** The date of the next Committee meeting was announced: Tuesday, September 17th.  
The Museum shift sign-up calendar was passed around.
- 17.** S. Hansen made a motion to adjourn the meeting at approximately 8:39 pm. R.  
Patterson seconded the motion. The motion passed unanimously without further discussion.