

BERKLEY HISTORICAL COMMITTEE MEETING MINUTES

Wednesday, October 15, 2025

Members Present: J. Tong (Vice Chair/Curator), J. Harlan (Secretary), S. Hansen, D. Callihan, G. Rubright, Staff Liaison R. Patterson, S. Patterson, K. Grimm, City Council Liaison S. Baker

Members Absent: S. Richardson, M.C. Mueller, K. Schmeling, A. Ozanich, D. Bennoune

1. **Call to Order:** J. Tong called the meeting to order at approximately 7:03 pm.
2. **Agenda / Citizen Comments:** Judge Derek Mienecke reported that approximately \$14,600 had been raised for Wittenberg's memorial, and that he has reached out to Rabbi groups and other organizations regarding the fundraising. He said he will update us on the topic in the future when necessary.

S. Hansen made a motion to donate \$1,000 to the cause. G. Rubright seconded the motion. The motion passed unanimously without further discussion. There were no citizen comments made.

Rachael made a motion to add Bookley to the agenda and strike irrelevant points. Don seconded the motion. The motion passed unanimously without further discussion. There were no citizen comments made.

3. **City Council Liaison Report:** City Council Liaison S. Baker reported the following:
 - The Berkley City Council is helping to organize the Holiday Lights parade. DPW will cover 40% of costs, and a petting zoo will be added.
 - The new Columbia housing structure will bring 51 housing units to Berkley.
 - The Downtown Development Authority says that Witches Night out was a success.
4. **Prior Meeting's Minutes:** Sue recommended the following amendments:
 - The resignation of D. Carlson should be added after the Call to Order.
 - Only one type of ornament should be referenced
 - "Gifts" should be changed to "gift" since we only received one this month.
 - Tori Matheson's name should not be spelled as "Toni."
 - The authorship statement does not need to be so long.

Steve Baker said "verbal cleanup" should be changed to "minor cleanup."

S. Hansen motioned to accept minutes as amended. Rachael seconded the motion. The motion passed unanimously without further discussion. There were no citizen comments made.

5. **Member resignation:** K. Grimm reported that Berkley Historical Committee member A. Ozanich resigned.
6. **Treasurer's Report:** Treasurer K. Grimm reported a prior balance of \$15,985.70. Expenditures and income are enumerated below:

a. Expenditures: None
TOTAL \$0.00

b. Income: Museum income.....\$128.45

\$16,114.15 was reported as the month ending balance.

7. **Curator's Report:** Curator J. Tong reported that he had ordered nicer displays for the museum. They will cost between \$100 and \$200 each.

J. Tong also reported that next year's Berkley Days will happen on the weekend of September 11 and September 12, which will encompass the 100th anniversary of Berkley Days. As such, Berkley Days may be hosted in the Berkley Theater, and the Berkley Scavenger Hunt may be temporarily re-opened as part of the event.

OLD BUSINESS

8. **2025 Roseland Park Cemetery Tour:** R. Patterson handed out custom-made brochures for the event and said that exhibits will be digital via QR codes and will go on the website. J. Tong reported that the article discussing the Cemetery Tour in the Woodward Talk newspaper boosted ticket sales, and overall ticket sales have already resulted in a net profit. J. Tong says a funeral will take place during the tour, and we must make sure participants don't disturb its attendees.
9. **Scavenger Hunt:** J. Harlan reported that he had contacted all desired locations for the Scavenger Hunt and had heard back from all of them except for the Berkley Masonic Temple. Furthermore, each location that responded gave permission for us to use their location, except for Roseland Park Cemetery. J. Tong mentioned that the Berkley Scavenger Hunt may be temporarily re-opened as a part of next year's Berkley Days.
10. **Christmas / City of Berkley Ornaments:** S. Patterson has created ornaments and magnets that look like the Berkley Theater. He reported that they cost approximately \$0.50 to make. Curator J. Tong reported that our other Christmas ornaments sell for \$5 at the museum. As such, we decided to charge \$5 for them, to match our other Christmas ornaments.
11. **Berkley Historical Museum Lecture Series:** D. Callihan recommended that we should get someone from the Berkley Historical Committee to give the first lecture in case of low turnout, and that we should save outside experts, such as Bob Muller, for later. J. Tong recommended Margie Kaplan as a good presenter for a future lecture on the Berkley Theater, since she is the daughter of the Berkley Theater's last owner.
12. **Berkley Historical Society Website:** D. Callihan reported that he sent Tori an email on the subject, but has yet to hear anything back from her.

NEW BUSINESS

13. **Gifts to the Museum:** Curator J. Tong reported that we received 3 gifts:
- The grandchildren of the owner of Hunt Sign Company donated a Hunt Sign Company cast iron sign.

- Berkley First Methodist Church loaned us various religious items, including chalices, candelabras, and a 1941 Bible.
- Cana Lutheran Church donated various items, including an outdoor sign.

S. Hansen made a motion to accept the gifts. G. Rubright seconded the motion. The motion passed unanimously without further discussion.

- 14. Report of 2025 Accomplishments and 2026 Goals:** R. Patterson will go before the City Council and report our accomplishments from 2025 and present our goals for 2026. R. Patterson and J. Tong agreed to discuss the lists of said accomplishments and goals before then.
- 15. Bookley:** The Berkley Historical Museum will be open on Halloween and will both give out candy and provide museum tours that night.
- 16. Renovations:** City Hall is being renovated. J. Tong reported that he requested that these renovations provide the Berkley Historical Museum with more space at City Hall, and that he filled out a questionnaire about our space usage to that end.
- 17. Next Committee Meeting:** The next Berkley Historical Committee meeting will take place in the upstairs conference room of the Public Safety Building on Tuesday, November 11th at 7:00 pm. The Museum shift sign-up calendar was passed around.
- 18. Adjournment:** S. Hansen made a motion to adjourn the meeting at approximately 7:44 pm. S. Patterson seconded the motion. The motion passed unanimously without further discussion.

Minutes submitted by J. Harlan.