

## **PENTWATER HISTORICAL SOCIETY**

### **Board Meeting Minutes – July 5, 2017**

The meeting was called to order by board president, Dick Warner at 1:00 p.m. in the lower level of the museum.

Board Members Present: Dick Warner, Mike Castor, Jim Lambrix, Ed Bigelow, Mark Shotwell, Bill O'Donnell, Debbie Deward and Bob Childers

Board Members Absent: Roger MacLeod, Joan Gehringer and Sally Ouweneel

**Approval of Agenda:** A motion to approve the agenda was made by Dick Warner and seconded by Mike Castor. The agenda was unanimously approved.

**Approval of Minutes:** A motion to approve the minutes of the meeting held on June 7, 2017 was made by Ed Bigelow and seconded by Mark Shotwell. The minutes were unanimously approved.

### **ON GOING ACTIVITIES STATUS REPORTS**

**Treasurer's Report:** A copy of the 2017 operating budget and the 2017 financial highlights of June were emailed to all board members prior to the meeting by Mike Castor.

A motion was made by Ed Bigelow and seconded by Mark Shotwell to approve the Treasurer's report. The report was unanimously approved.

Mike Castor reminded board members that nothing is recorded until paid. Lowe's and Larson's Hardware are the only ones that send an automatic invoice. For anything else you would have to submit an invoice before reimbursement. Also, when paying, remind them that we are tax exempt.

**Membership Report:** Sally Ouweneel was not present at meeting so no update on membership was given.

**Museum Activities:** The Pentwater tour guide books have been selling well so it was decided to order more. Ed Bigelow moved that we order 250 more books and it was seconded by Dick Warner and was unanimously approved.

**Special Events:** Debbie Deward reported that we made \$2210 on the garage sale that was held in June. Dick Warner suggested that we start collecting items several weeks in advance and have specific drop-off days next year.

Debbie suggested that we could possibly sell hot dogs if any are left over from the 5<sup>th</sup> anniversary celebration.

The sign just outside of the state park on Lowell St. seemed to be a big help in advertising the pancake breakfast. The profit made for the breakfast is still pending.

The date for the garage sale next year is 6-9-18 and if we decide to do the pancake breakfast again it will be held on 6-24-18.

The float for the homecoming parade is almost done. Debbie has a buggy lined up to go on it. She also needs a trunk and a few other miscellaneous items for décor. Jim Gehringer will pull it in the parade.

The flier for the dinner is almost done. The dinner/meeting is August 23<sup>rd</sup> and Kristi's Pour House is doing the catering. Debbie told them we will need dinners for approximately 120 people. Set up for the dinner will be on Tuesday, August 22<sup>nd</sup>.

Craig Rich is the speaker and will also be selling books. He is donating 20% of his sales to PHS.

**Marketing Plan Review:** Jim Lambrix reported that he is not seeing many of our brochures being picked up. He suggested possibly getting a new sign on Hancock St. to include the address of the museum.

**Museum Operation Report:** Ed Bigelow reported that we have had 155 visitors in May and 320 visitors in June visiting the museum so far this year.

Ed told the board that Tom Blackburn, who has been working on the stained glass windows, will start working on the front windows. He wants to do the upper windows by the bell tower first and then will do the other windows in segments.

**Ted Resser Family Memorial Donation Planning:** Roger MacLeod was not present at meeting so no update was given.

## **INITIATIVES**

Dick Warner told the board that Steve Bass did a Pentwater street-scape presentation recently. He thought that maybe he could give us some ideas eventually on our lot.

No one has come forward to continue the Pentwater history book so far.

Ed Bigelow is working to get an updated list of shipwrecks which we will then laminate and display in the museum.

Bill O'Donnell reminded everyone that the cut-off date for articles to go into the newsletter is July 19<sup>th</sup>.

As part of the sesquicentennial celebration, there is going to be a "History Day" on August 8<sup>th</sup>. Amy LaBarge will be hosting in the museum in a period costume on that day.

Dick Warner has agreed to be the board president for the next year. We will figure out the trustees at our August 4<sup>th</sup> meeting.

Dick and Sylvia Warner have graciously invited the board and spouses/significant other to their home for dinner. The date

decided on is July 21<sup>st</sup>. Please call Sylvia to let her know what side dish you will be able to bring.

A motion to adjourn the meeting was made by Ed Bigelow and seconded by Mike Castor. It was unanimously approved and the meeting was adjourned at 2:00 p.m.

Respectfully submitted,  
Joan Gehringer - Secretary