

PENTWATER HISTORICAL SOCIETY

Board Meeting Minutes - October 7, 2015

Called to order: The meeting was called to order by President Bill O'Donnell at 1:00 P.M. in the lower level conference room.

Board Members Present: Dick Warner, Ed Bigelow, Mike Castor, Jim Ege, Bill O'Donnell, Amy LaBarge and Debbie Deward. Karen Way was present for the meeting,

Board Members Absent: Bob Childers, Dan Kelly

Approval of the Agenda: A motion to approve the agenda as presented and revised was made by Ed Bigelow and seconded by Dick Warner and was unanimously approved ayes all.

Board Meeting Minutes Approval: A motion by Ed Bigelow and second by Mike Castor to approve Board Meeting Minutes for September 1, & August 5, 2015 and was approved Ayes all.

Treasurer's Report: Treasurer Mike Castor provided a financial status report for August 2015 and reviewed the same. Income reported at \$5,320 and Expenses of \$4,144. Also reported is a of \$76,214 for the combined Account Balances. Total PHS Membership stands at 343.

A motion by Dick Warner and seconded by Jim Ege to accept 2015 August financial report as presented; was unanimously approved. Further noted was receipt of \$1,000 donation from the

MET Foundation and a Grant request submitted to Great Lakes Energy on October 1st for \$1,500, which will also be submitted to the CFOC. Both Grant requests are for funding to insulate the PHS buildings attic area. Also Mike Castor commented that planning is place to submit a Grant request to the Michigan State Historical Advisory Board to fund the purchase of

Archival and Preservation materials, in time to meet the November 25th grant deadline date.

Dick and Sylvia Warner will work to prepare this grant request.

Committee Reports: Administration- Dick Warner requested the board to consider the purchase of the "Lost Ship Exhibit" currently on display in the museum, as opposed to paying the rental fee. This nautical display is appropriate for any year and shows well with other artifacts relating to our lakes shipping history. A motion by Dick Warner and seconded by Ed Bigelow to purchase the Lost Ship Exhibit for \$600 was discussed and approved Ayes all. Dick Warner is in process of looking for new exhibits for the 2016 museum season.

Newsletter - Bill O'Donnell informed that the Fall Newsletter Edition is planned for distribution between Thanksgiving and Christmas. Target date for articles for the newsletter must be received by November 13, 2015. Mike Castor will provide an article of the society's wish list of items needed, of which, Dick and Sylvia Warner have funded the first three items.

Special Events - Chairwoman Debbie, Deward provided and reviewed a listing of events for both 2016 and 2017 years. Some changes were suggested to the event lineup and approved..

Museum Report - Ed Bigelow stated that the museum attendance for this season was down slightly from the previous year. Visitors to the museum through September totaled approximately 1,215 which average 15.7 visitors per museum open days. General visitor comments on the museum continue to be most favorable.

Museum Hosting Status Report - Amy LaBarge advised that scheduled hosts for the museum with exception of one day were all present to perform their duties. Amy plans to send thank you cards to all the hosts for their service to the society's museum. For the 2016 museum season training will be provided to first time hosts prior to working at the museum.

president O'Donnell referred to an email from Glenn as a report for the board.

Web Site - General discussion was held on the present web site and an understanding of the process for providing new artifact acquisitions will be for pictures to be forwarded from Bill O'Donnell to Jim Ege which will allow placement into the web site when updates occur. Also selected items from the 2016 Special Events listing will be added to the web site.

Membership - No discussion held.

Membership Pamphlet - Debbie Deward will assume updating the old pamphlet and make the changes available to the board for review prior to a new printing run.

House Tour Map - Jim Ege informed that the revisions to the house tour map are underway and that volunteer Amy Vander Zwart is making good progress towards completing the map.

2016 Board Meeting Schedule - A motion by Mike Castor and seconded by Dick Warner to approve the proposed schedule for 2016 Board meetings to be held on January 6th April 6th May 4th July 6th August 3rd and October 5th was approved Ayes all.

INITIVITIES: Fund Raising - General agreement that Bill O'Donnell and Mike Castor and any other interested board members would develop a plan to encompass all future fund raising endeavors for review at the next scheduled board meeting.

Marketing - Dick Warner has prepared and provided a Director of Marketing: Duties that has been distributed to the board for consideration.

PHS - By Laws Revisions Mike Castor reviewed the finalized PHS By Laws as revised and requested the board approve recommending to the general membership. A motion by Ed Bigelow and seconded by Jim Ege to undertake the process to approve the revised By Laws by the membership was accepted as Ayes all.

Space Allocation - Bill O'Donnell made general comments relating to the overall space currently being used by the society and that planning is necessary for the long term use of both building and grounds. Mike Castor suggested that an exploratory committee be formed to under take this task.

Michigan Historical Society - Dick Warner recommended that as PHS is a member of the state society, we should show support by making a donation as requested. A motion by Dick Warner and seconded by Mike Castor to make a donation to the Michigan Historical Society of \$50.00 was approved Ayes all.

PHS - U Tube Video - Society member Ron Beeber has recommended that the PHS should prepare a U Tube Video to promote the society / museum through the web site. This recommendation was well accepted by the board and initial efforts will begin on Friday, October 9th with a walk through the museum to prepare for Claudia Ressel - Hodan's filming process.

Adjournment: The meeting was adjourned by president Bill O'Donnell at 3:30 P.M.

Page 2 of 3

Respectfully Submitted By:

Ed Bigelow, Acting Secretary

Cc: Board Members

Karen Way

Page 3 of 3

