

PENTWATER HISTORICAL SOCIETY
Board Meeting Minutes – January 9, 2019

The meeting was called to order by board vice-president, Norm Shotwell at 1:00 p.m. in the lower level of the museum.

Norm asked for a moment of silence to think about fellow board member, Ed Bigelow, who passed away on December 31, 2018. He asked that we think about all that Ed has done for the Pentwater Historical Society.

Board members present: Norm Shotwell, Joan Gehringer, Michael Castor, Sally Ouweneel, Mark Shotwell, Debbie Deward, Jim Lambrix and Amy VanderZwart

Board members absent: Dick Warner and Bob Childers

Approval of Agenda: A motion was made by Sally Ouweneel to approve the agenda. It was seconded by Mark Shotwell and unanimously approved.

Approval of Minutes: A motion was made by Mike Castor to approve the minutes from our last meeting on October 10, 2018. It was seconded by Mark Shotwell and unanimously approved.

A motion was made by Jim Lambrix to replace the Museum Director position, which was held by Ed Bigelow, with Nancy Zielinski. It was seconded by Debbie Deward and unanimously approved. We welcome Nancy to the PHS board.

Treasurer's Report: Mike Castor emailed a copy of the financial highlights for October through December as well as one from December and January. Also emailed was the 2018 budget and the 2019 proposed budget. Mike stated that he still needs budget information from several members for the 2019 budget. He asked that it be sent to him no later than this Friday morning (January 11th).

Norm Shotwell had questions on several items listed under income in the budget which Mike clarified.

Membership: Mark Shotwell and Sally Ouweneel reported that there are a total of 353 members to date. There are still 34 members which have not paid their membership dues for the year yet. There have been no new members.

Mark will be emailing a reminder to any delinquent annual member that is past due on paying their membership dues. If they do not have an email address a letter will be sent by mail.

There was some confusion as to just when the yearly dues are due as no invoice was sent out to the members in 2018. It will be stated in the upcoming newsletter just when annual membership payment is due.

Museum Activities: Dick Warner reported that there will be no new special display this year.

He was wondering where we stood in getting the group graduation picture from the class of 2018 from Pentwater School? Mark Shotwell said he would check with the school.

Special Events: Debbie Deward reported that the following events are scheduled:

1. Spring dinner on May 22, 2019. Dave Lorenz from "Pure Michigan" will be speaking.
2. Garage Sale on June 8, 2019. Drop off days will be Thursday and Friday of that week.
3. McVoy home 100-year birthday party tour tentatively July 12th or 19th, 2019. Still looking into getting several vehicles to transport people to and from home as there is limited parking.
4. Summer dinner on August 28, 2019. Still looking for speaker. The commemorative rifle winning ticket will be drawn.
5. Christmas Light Event on December 13th or 14th, 2019. Debbie's committee is meeting soon to make the final determination.

Father Sam and Jane Morrison from St. James Episcopal church would like to use the PHS museum and grounds on Sunday, May 26, 2019 for their daughter's wedding. They would have the meal catered and rent a tent to put up on the lawn. There would be no alcohol. They expect approximately 100 people. They also wondered if the museum could be open for their guests.

After discussion by the board it was decided that it could be made available to Father Sam, but we will first have to check with our insurance company to see if there would be any cost impact for such an event. Mike Castor is going to check on the insurance.

We would have to charge them, but it was decided that it would be less than whatever we decide our fee for future events like this will be. We will discuss the fee for such events at our next meeting.

Marketing: Jim Lambrix reported that our PHS ads will be in the same brochures as last year as well as in the PTW and the Ludington Daily News.

Norm Shotwell suggested that we do something more than ads like putting a float in the Homecoming parade again. Jim said he would work on a float for the parade. Norm still

would like more ideas for ways to make us more visible to the public. We will discuss it at the next board meeting.

Museum Operations Report: Mark Shotwell is still selling raffle tickets for the rifle that Bill Bigelow donated. They will be sold during the summer dinner in August and then the winning ticket will be drawn at the end of the evening.

Newsletter: Amy VanderZwart requested that any articles for the upcoming newsletter be sent to her by February 1st. This will be the last hard copy newsletter mailed out. We will start sending them via email unless we hear otherwise from individual members. We can still send individuals a hard copy for an additional fee.

It was decided that the printed newsletter will be sent from the printer to Debbie Deward's address and that she and Joan Gehringer, along with any other volunteers will get them ready to mail out. That was something Ed Bigelow always did. After this mailing goes out, they will all be emailed for the most part.

Amy would still like to do an article on the area restaurants if anyone has any information on them.

Future Building/Land Use Planning: Norm Shotwell stated that this will be taken off the agenda until we have funds to move forward.

INITIATIVES: At our next board meeting we will discuss whether we need initiatives and talk about future fund-raising ideas.

The PHS board wants to do a memorial for Ed Bigelow. The following ideas were presented:

1. An engraved bench or stone in sidewalk at the state park.
2. Possibly another bench outside of museum to replace unstable one.
3. Name the research room after Ed.
4. Put up a plaque telling how much Ed did for the museum and PHS.
5. Put up a display of pictures with a reception for all of the summer people that were unable to come to Ed's funeral. It would be held sometime in July.

The board decided to go ahead with the reception in July at the museum and to have a display of pictures set up for the community to view showing Ed in action. Debbie Deward volunteered to get some pictures together and to get with Dick Warner about a way to display it. Also, a plaque will be hung permanently in the museum to honor Ed and to recognize all that he did for the PHS.

It was also decided to have our summer newsletter dedicated to Ed.

It was suggested by Nancy Zielinski that we add some morning hours for the museum to be open. Possibly from 10 to 1 or even having it open from 10 to 4 a few days a week. Norm Shotwell is going to send out an email to members to get input as to what is thought about the museum hours. Do they need to be adjusted to encourage more people to attend? That will require more hosts. Would members be willing to host if the hours were from possibly 10 to 2? If it was open from 10 to 4, we would need two shifts.

A motion to adjourn the meeting was made by Mark Shotwell. It was seconded by Debbie Deward and unanimously approved. The meeting was adjourned at 3:00 p.m.

The next PHS board meeting will be held on Wednesday, February 13th at 1:00.

Respectfully submitted,

Joan Gehringer – PHS Board Secretary